

EMPLOYMENT OPPORTUNITY

Labour Relations Officer - Duty to Accommodate/Benefits/Pension Permanent Fulltime

Who we are:

The Health Sciences Association of BC (HSA) is a dynamic union representing more than 20,000 health care and social services professionals in hospitals, community health settings, child development centres, transition houses, and other community agencies across British Columbia. The HSA office is located in New Westminster, BC.

To support employment equity at HSA that reflects the diversity of the HSA membership and of our province, women, visible minorities, workers of colour, Indigenous Peoples, persons with disabilities, persons of diverse sexual orientation, gender identity or expression (LGBTQI2S+), are encouraged to apply for positions with the HSA.

What we're looking for:

This is an exceptional opportunity to work in a fast-paced, collaborative environment as a member of HSA's growing and highly-specialized disability management team. Labour Relations requires hard work, self-reliance and flexibility. This position may also involve some travel within BC. In exchange, HSA offers a superior wage and benefit package and highly supportive work environment.

Under the general direction of the Membership Services Coordinator - Disability Management, the LRO will represent HSA members, and assist our stewards as well as Enhanced Disability Management Program representatives, with respect to issues arising from Duty to Accommodate and Return to Work situations. The LRO will also respond to basic inquiries from members, and act as an internal resource, on matters related to health and welfare benefits, and/or pension matters.

Duties and Responsibilities:

- Investigating accommodation issues and structuring DTA agreements consistent with the *Human Rights Code*, other relevant legislation and applicable collective agreement language.
- Negotiating RTW agreements for members seeking to return to the workplace following a medical leave due to illness or injury.
- Respond to basic Pension questions raised by executive, staff and members including Identifying and linking to resources for Pension related matters.
- Respond to health and welfare benefits issues raised by executive, staff and members, and liaise with plan administrative staff where necessary to resolve issues.
- Respond to member inquiries with respect to the Early Retirement Incentive benefit under the long term disability plans and under any appropriate pension plan.
- Review bulletins and announcements related to benefits and pensions as issued by the MPP, plan carriers and the third party administrator, and advise staff and executive accordingly regarding implementation from the Union perspective.
- Identify health and welfare benefit and pension concerns regarding coverage for HSA membership, as well as noted trends with respect to issues raised by membership or requests for coverage not currently in place under benefit plans or pensions.
- Perform special research and projects related to health and welfare benefits, and pensions as required.

- Collaborate with HSA education team to design HSA specific training and educational opportunities or link to existing resources related to health and welfare benefits and pensions.
- Collaborate with HSA communications team to prepare articles, bulletins and other relevant information for the membership with respect to health and welfare benefits and pensions.
- Conduct surveys of HSA membership regarding health and welfare benefit issues and pensions, as required.
- Perform other related duties as assigned

Education and Experience:

- Disability Management Professional accreditation or designation (such as CDMP, CRTWC, RRP).
- Demonstrated knowledge of health and welfare plans, including their construct and administration.
- Demonstrated knowledge of defined benefit and defined contribution pension plans including target plans, single employer plans and jointly trustee multi-employer plans.
- Demonstrated experience in:
 - Collective agreement administration;
 - Negotiating Duty to Accommodate and Return to Work Agreements;
 - Liaising effectively with various stakeholders as well as proven analytical and problem solving skills;
 - Understanding best practices with respect to disability management, including familiarity with substance use disorders;
- Extensive knowledge and understanding of:
 - Human rights legislation;
 - Privacy legislation;
 - Relevant arbitral jurisprudence;
 - Integrated disability management programs, and disability benefit programs;
 - Government, community and other resources available to disabled employees.
- Minimum of three years' recent directly related experience.

Or an equivalent combination of education, training and experience

Skills and Abilities:

- Excellent written, verbal and presentation skills.
- Outstanding listening skills and capacity for empathy.
- Solid communication, organizational and conflict resolution skills in order to effectively drive positive case management outcomes.
- Ability to handle high pressure workload, problem solve difficult cases, and negotiate potentially contentious situations
- Excellent time management, follow-up and prioritization skills
- Commitment to trade union principles
- Ability to work a flexible schedule as required including evenings and weekends
- Possession of a valid BC Driver's License and vehicle is required
- Ability to travel throughout Province as required, sometimes on short notice

Candidates interested in applying for this opportunity should forward a resume and covering letter by e-mail no later than **Friday, August 20, 2021** to:

Josef Rieder
Director of Human Resources
Health Sciences Association

e-mail: jrieder@hsabc.org

No phone calls please. We thank all applicants for their interest, but only those selected for an interview will be contacted.