

UCCM Anishnaabe Police is hiring

Help make our communities a safer, better place.

Position: Human Resources Manager

Term: Full-Time (40 hours/week)

Salary Range: \$106,468 - \$124,552 - \$145,706 annually, commensurate with experience and qualifications.

The Human Resources (HR) Manager provides direction and leadership to the HR unit, playing a key role in **promoting and maintaining a positive organizational culture, staff relations, and overall organizational health and wellness**. Reporting to the Director of Corporate Services, this business professional ensures legislative compliance and works collaboratively to provide human resources oversight as the organization grows.

Your duties will include (but are not limited to):

- Implementing full-cycle recruitment, onboarding, and learning programs for officers and civilians.
- Managing group health benefits (Manulife) and the Public Service Pension Plan (OPB).
- Leading the Joint Health and Safety Committee, monitoring WSIB claims, and coordinating employee return-to-work plans.
- Administering employee engagement initiatives, peer support, and staff health and wellness programming.
- Overseeing uniform/equipment, and ordering and tracking databases.
- Ensuring compliance with relevant labour laws, including the Employment Standards Act, Canada Labour Code, and Occupational Health & Safety Act.

Your education and experience:

- Diploma or certificate in Human Resources or a related field is required (a Diploma or Degree in Business Administration or Human Resources is an asset).
- Proven knowledge of Human Resource principles and previous experience in human resources management and file maintenance.
- In good standing with the Human Resources Professionals Association (HRPA); a CHRP or CHRL designation is considered an asset.

Your skills include (but are not limited to):

- Deep respect for local Anishnaabe traditions, language, customs, and culture, with a willingness to learn and use the Anishnaabe language in the workplace.
- Strong leadership, conflict resolution, team-building, and professional analytical judgment capabilities.
- Excellent written and verbal communication skills, alongside an absolute commitment to maintaining mandatory confidentiality.
- Proficiency in MS Office, Adobe, social media, and the ability to master specialized police database systems (Intime, NICHE RMS).

For all applicants, we require:

- A detailed cover letter outlining your ability to meet the position requirements as outlined above, with a resume demonstrating your qualifications, along with copies of relevant certificates.

For external applicants only, the additional documents are required:

- Contact information for three employment references (Preferably a supervisor)
- Complete and submit a Pre-Background Questionnaire
- Complete and submit a Consent and Release of Liability Form
- Complete and submit a Personal History Form
(A thorough background check will be completed before we make an offer of employment. As a safety-sensitive position, the Service's Fit for Duty program applies, and the successful candidate must execute an Oath of Office and Secrecy.)

All forms can be found on our website: [Current Opportunities - UCCM Anishnaabe Police](#)

We encourage individuals of Anishnaabe ancestry to apply and self-identify.

How to apply:

Email: taylor.sayers@uccmpolice.com with subject line: "Employment Opportunity: Human Resources Manager"

Deadline: June 25th, 2026



Only those applicants selected for an interview will be contacted.
Questions? Please contact the Director of Corporate services at taylor.sayers@uccmpolice.com

Don't just join the police. Join our community.

Learn more at: uccmpolice.com/careers