



Every child and youth living at their full potential

About Grandview Kids

Grandview Kids provides an array of specialized programs, rehabilitation services, and outpatient clinical treatments to children and youth with physical, communication, and developmental needs. Programs and services – which are delivered at the Centre, in the community, at schools, and in-home – include: medical consultation, assessment, and diagnosis; audiology, autism support; complex care program; occupational therapy; physiotherapy; respite services; social work; speech-language pathology; therapeutic recreation; and family engagement. Grandview Kids actively participates in research to support innovation in rehabilitation science, to advance organizational capabilities, and to better serve caregivers and the developmental needs of their children and adolescents. As an organization, we are dedicated to inspiring possibilities, fostering development, and supporting growth and personal achievement with our clients, caregivers, and team members. Through a collaborative, multi-disciplinary approach, members of Team Grandview strive to provide culturally-safer, inclusive, and innovative evidence-informed care that meets the unique needs of each client.

Grandview Kids is now accepting applications for the position of:

Manager, People and Culture (Permanent Full Time)

- Permanent Full-Time – 37.5 hours per week (1FTE)
- Salary - \$93,210 - \$109,044 Per Year, depending upon experience
- Commencing June 2025
- On-Site/Hybrid

Under the direction of the Executive Lead, Clinical & Client Services and HRPC the Manager, People and Culture will be responsible for leading all aspects of Human Resources (HR) including recruiting/retention, hiring/onboarding, performance management, workforce and labour relations, training and development, and Human Resources strategy and operations within Grandview Children's Centre (Grandview Kids). The Manager, People and Culture will be involved in a wide range of strategic planning and internal initiatives, including the creation and implementation of organizational strategies, staffing plans, policies, and practices. The Manager, People and Culture will be responsible for providing guidance and leadership in developing and delivering a comprehensive People and Culture strategy and lead the design of HR service delivery for the organization. The Manager, People and Culture will mobilize organization-wide values-driven strategies,

programs, and initiatives that align with the strategic plan and HR best practices. The Manager, Human Resources will provide strategic counsel and guidance, implementing initiatives and change management processes to support current and anticipated future organizational growth with a mandate to advance and sustain a culture of workplace engagement.

The Manager, People and Culture will be devoted to helping all employees in the organization develop skills and achieve their potential. They will be a mentor and role model within Grandview Kids driving an ongoing learning and development culture and will provide leadership to facilitate Grandview Kids being an employer of choice.

Responsibilities

The Manager, People and Culture contributes to the development and implementation of strategic initiatives by:

- Firmly understanding the vision, mission and values of Grandview Kids and aligning annual objectives to the Strategic Plan
- Setting annual key performance metrics for strategic objectives; and enforcing metrics of success for the Human Resources, People and Culture portfolio.
- Assisting Senior leadership in the interpretation of legislation, policies, procedures and the Collective Agreement.
- Chairing monthly Policies and Procedures Committee meetings and leading the regular reviews and revisions of policies and procedures.
- Building and leading the staff engagement framework to bolster a sense of belonging and being present at all Grandview Kids locations on a regular basis
- Researching and collaborating with staff to address burnout, while promoting psychological safety across all programs, disciplines and sites
- Alongside Finance and Administration, identifying variances in staffing across the organization; and developing an onboarding pathway to ensure all employees are compliant with policies, procedures and job-specific requirements upon completion of their orientation
- Respond to salary/compensation surveys and assists in preparing recommendations to the Board of Directors to ensure fair compensation for staff
- Lead succession planning across all programs and providing mentorship opportunities for staff and leaders
- Oversee the communication of People and Culture-led initiatives through written (Weekly Update, SharePoint) and oral (All Staff meetings) communications; writing and posting staff bulletins, as required
- Maintain an “open door” policy to receive and act on staff concerns

- Collaborate with OPSEU representatives and the Senior Leadership Team by ensuring compliance with the Collective Agreement, participate in collective bargaining, and prevent and respond to grievances from unionized staff
- Develop and maintain an annual fiscal budget for operating expenses and staff; and participate in regular variance reporting with Finance and Administration.
- Lead the organization through change management using a variety of strategies including clear, transparent communication, training and education, and consultation
- Promote a continuous quality improvement philosophy and approach in all services, e.g. quality improvement teams, risk management program
- The Manager, People and Culture performs other related human resources duties as assigned.

Qualifications

- Bachelor's or Master's degree in Business or relevant Organizational Management / Human Resources degree required
- Certified Human Resources Professional (CHRP) required, CHRL preferred
- Minimum of 5 years experience in Human Resources, including progressively responsible leadership positions
- Extensive knowledge of labour relations in a unionized setting
- Excellent writing and presentation skills
- Familiarity with diverse policy processes and implementation practices.
- Exceptional communication, interpersonal and customer relation skills to coordinate with all levels of staff and maintain effective work relationships.

Please note this position is in our NEW Ajax location at 1461 Harwood Avenue, Ajax ON.

How to apply

Please forward a resume and cover letter stating **Job #25.61** by May 9th, 2025 at 5:00 p.m. EST, through following this link: [Apply Here](#)

Please address your correspondence to:

Human Resources

Grandview Kids

1461 Harwood Avenue North

Ajax, ON L1T 0R3

Our commitment to belonging

Grandview Kids aims to be deliberate in our consideration of diversity, defined as differences in race, colour, place of origin, religion, immigrant and newcomer status, ethnic origin, ability, sex, sexual orientation, gender identity, gender expression, and age. Recognizing and valuing diversity and equity must be accompanied by concerted efforts to ensure the inclusion of diverse and underrepresented populations, meaning that individuals must be and feel valued, respected, and equally supported. We invite applicants in the above defined areas to apply.

Grandview Kids is committed to complying with all applicable standards as set out in the Accessibility for Ontarians with Disabilities Act, 2005 (AODA). If you have accessibility needs and require alternate formats or other accommodations throughout this process, please contact Human Resources.

Land acknowledgement

The lands, waters, nature and sky that Grandview Kids is privileged to exist within have long been home to the Michi Saagiig Anishinaabeg. We acknowledge the lands of the traditional and treaty territories covered under the Williams Treaties, including the Mississaugas of Scugog Island First Nation, Alderville First Nation, Hiawatha First Nation, Curve Lake First Nation and the Chippewa Nation of Georgina Island, Beausoleil and Rama. We are responsible for building stronger relationships with clients, caregivers, partners and colleagues from First Nations, Métis and Inuit communities. Through our shared values of belonging, excellence, connection discovery and celebration, Grandview Kids commits to seeking truth and upholding reconciliation.

We thank all applicants. Only those selected for an interview will be contacted.