



**Job Title** Manager, Research Human Resources  
**Job ID** 65361  
**Location** Lawson Health Research Institute  
**Full/Part Time** Full-Time  
**Regular/Temporary** Regular

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### **Posting Period**

Open: 2019/04/08  
Deadline: 2019/04/22

### **Department Name**

Lawson Health Research Institute

### **Compensation**

\$88,604.10 per annum to \$110,756.10 per annum

### **Job Summary**

Lawson Health Research Institute (Lawson) is the research institute of London Health Sciences Centre (LHSC) and St. Joseph's Health Care London (St. Joseph's), and works in partnership with Western University. This alliance and pooling of knowledge and resources enables Lawson to retain and develop the expertise, equipment, and infrastructure that is crucial for innovation. With 7 hospital sites across London, over 250,000 square feet of dedicated research space, over \$125 million in annual research income, more than 500 new clinical trials each year, and more than 2,400 principal investigators, support staff, volunteers, students and fellows, Lawson has a proud history and is a dynamic, fast-paced environment to build your career in Human Resources leadership.

Come join one of the Top 10 research institutes in Canada where we are committed to furthering scientific knowledge to advance health care around the world!

Reporting to the senior leadership of Lawson, the Manager, Research Human Resources (HR) is accountable for providing leadership to advance operational human resource initiatives within Lawson, city-wide. The Manager is accountable for managing the human resources functions for all researchers and staff, as well as, liaising with HR representatives of their employers (LHSC, St. Joseph's, and Western University) with the objective of planning and organizing to assist Lawson in fully utilizing its human capital.

The Manager is responsible for HR initiatives, including; recruiting, hiring, onboarding, orientation, compensation and benefits, organizational training and development, performance evaluation, regulatory compliance, and employee relations. These initiatives are designed to foster a highly motivated, competent and engaged workforce. The role also has responsibility for Health and Safety and Biosafety initiatives and regulatory compliance for researchers, staff, students, volunteers and affiliates associated with research at Lawson, inclusive of all research laboratories.

The Lawson HR team serves as the central point of contact for researchers for all HR related needs, providing internal consulting services and advice on human resource issues and linking with hospital and university HR departments where required. Day to day responsibilities include the administration of the policies and procedures of Lawson, LHSC, St. Joseph's and Western University, as applicable.

## **Competencies**

### **Critical:**

- Impact & Influence
- Developing Others
- Visionary Leadership
- Emotional Intelligence and Assertiveness

### **Other:**

- Results Orientation
- Quality, Safety and Service Orientation
- Holding Self and Others Accountable
- Business Acumen
- Strategic Orientation

## **Qualifications**

- Successful completion of a recognized baccalaureate degree program in Human Resources, Business, or relevant related field
- Current Certified HR Professional (CHRP) or Certified HR Leader (CHRL) through the Human Resources Professionals Association
- Related post-graduate education preferred
- Minimum five (5) years professional HR experience
- Minimum five (5) years experience in progressively more responsible leadership roles, preferably in an academic/research environment
- Demonstrated knowledge and comprehensive understanding of employee relations, HR best practices, and relevant employment legislation (Employment Standards Act, Ontario Human Rights Code, Occupational Health & Safety Act, Workplace Safety & Insurance Act, etc.)
- Proficient with computer systems such as email, MS Word, MS Excel and MS PowerPoint
- Demonstrated behaviours supporting LHSC's Core Values of Compassion, Teamwork, Curiosity, and Accountability
- Demonstrated knowledge of and commitment to patient and staff safety at LHSC and St. Joseph's
- Demonstrated ability to balance multiple and competing priorities on a daily basis
- Demonstrated commitment to the development of professional practice, mentorship and life-long learning
- Demonstrated experience with the principles and practice of Shared Leadership
- Strong participatory leadership, team building and highly developed organizational skills with a track record of achieving results
- Excellent interpersonal skills with the ability to build partnerships and generate consensus amongst multiple stakeholders

- Excellent and effective abilities in both oral and written communication skills, including superior negotiation, conflict resolution, investigation, and dispute resolution skills
- Highly developed and innovative critical thinking skills with the ability to conceptualize, analyze and problem solve
- Demonstrated experience with organizational change and improvement initiatives
- Excellent decision-making, strategic planning experience and evaluation skills
- Demonstrated ability and willingness to develop leadership talent within their team through education, mentoring and leading by example
- Recognition, understanding and demonstrated Emotional Intelligence (EI), particularly emotional self-awareness, assertiveness, optimism, stress tolerance and empathy, in a variety of situations
- Ability to effectively work with diversity, appreciating that different opinions, backgrounds and characteristics can bring richness to the challenge at hand
- Demonstrated ability to attend work on a regular basis

#### **Other Information (internal)**

London Health Sciences Centre fosters a culture of patient and staff safety whereby all employees are guided by LHSC's Mission, Vision, Values and Code of Conduct.

We are committed to providing a safe, healthy and inclusive work environment that inspires respect. LHSC encourages applications from persons with disabilities and we are committed to providing accommodations upon request.

#### **Submission Requirements (please submit in one MS Word document)**

- **Cover Letter, Resume and Listing of Education, Credentials and Certifications**

As part of the assessment process applicants may be required to complete a written examination or test. Please be advised that an internal reference check may be conducted as part of the selection process.

Thank you for your interest in this opportunity. Only those selected for an interview will be contacted.

#### **Other Information (external)**

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Your interest in this opportunity is appreciated. Only those applicants selected for an interview will be contacted. Successful candidates, as a condition of job offer, would be required to

provide a satisfactory police information check (original document) completed in the last 3 months.