



Meewasin Valley Authority

402 Third Avenue South

Saskatoon, Saskatchewan S7K3G5

Phone (306) 665-6887 Fax (306) 665-6117

Human Resources (HR) Manager

Meewasin is looking for an experienced and dynamic Human Resources Manager to lead our HR function and contribute to the overall growth and success of our organization. Reporting to the CEO, as the sole HR professional in the organization, you will be responsible for delivering HR services, strategies and programs that support our organizational culture and strategic goals.

If you are a hands-on HR leader with a strong background in strategic HR management, experience in a unionized setting, passionate about fostering a positive work environment and have the ability to shift between strategic, operational and administrative HR work, we want to hear from you!

Key Responsibilities

- Provide strategic leadership on human resources, payroll and health and safety matters to the leadership, CEO and Board of Directors
- Support the development of Meewasin's strategic plan by identifying HR priorities and aligning them with organizational goals
- Work closely with the leadership team to foster a positive and thriving organizational culture
- Deliver all aspects of HR management including development, implementation and maintenance of policies and procedures related to workforce planning, organizational design, talent retention and acquisition, compensation, employee learning & development, employee & labour relations, performance management and health & safety.
- Lead and manage collective bargaining processes with a focus on trust, transparency and collaboration
- Act as the primary point of contact for HR-related matters
- Maintain up-to-date records and ensure compliance with employment and health and safety regulations
- Lead the development and ongoing review of payroll policies and procedures to ensure compliance and alignment with applicable regulations, collective agreement and Meewasin policies.
- Oversee the development of Meewasin's health and safety program and act as the primary point of contact for health and safety related matters.

Qualifications

- Education: A bachelor's degree in business administration/commerce or related discipline. A Chartered Professional in Human Resources (CPHR) designation is required.
- Experience: Minimum of 7 years of progressive human resources experience including experience in leadership roles. An equivalent combination of education and experience may be considered.
- Expertise: Strong knowledge of HR best practices in unionized environments including labour relations, collective bargaining, employment standards and health & safety.

- Skills:
 - Exceptional communication skills, both written and verbal;
 - Strong interpersonal, negotiation and conflict resolution abilities;
 - High ethical standards, professionalism and commitment to confidentiality; and
 - Strong organizational and analytical skills.
- Additional requirements: A satisfactory Criminal Record Check is required prior to appointment.

About Us

Meewasin is a mission-driven, integrated team of approximately 30 employees dedicated to enhancing the health and well-being of this region — its land and its peoples. Meewasin's efforts are focused on creating quality of life both now and for those who will inherit this region in the future. As stewards of the land, we understand that our responsibility extends beyond the present, shaping a legacy that will support generations to come.

Located on Treaty 6 Territory and the Homeland of the Métis, Meewasin acknowledges the traditional caretakers of the land and honours the First Nations and Métis people of this place.

At Meewasin, we value individuals who are passionate about community building and committed to the long-term stewardship of the river valley. Our team is composed of individuals from a range of disciplines, working collaboratively across departments to achieve our mission and mandate. The nature of our work is diverse and dynamic—combining technical, analytical, strategic, and forward-thinking approaches in a fast-paced environment.

We offer an excellent compensation package which includes:

- Competitive salary;
- Comprehensive group benefit plan that includes health, dental, life insurance, accidental death and dismemberment, long-term disability, employee and family assistance program;
- Defined contribution pension plan with employer and employee contributions;
- Generous paid leave provisions including vacation days, sick days, pressing necessity, additional holidays; and
- Earned day off (EDO) program.

How to Apply

If you are a strategic hands-on HR leader with the expertise to drive organizational success and a passion for building a positive workplace culture, we encourage you to apply. Please submit your resume and cover letter outlining your qualifications and experience to jobs@meewasin.com by November 12, 2025.

We thank all applicants for their interest; however, only those selected to move forward in our candidate selection process will be contacted.

By applying to this position, you are confirming you possess either a Canadian Citizenship, permanent resident status or valid work permit.