

## **JOB POSTING**

### Human Resources

**POSITION TITLE:** Senior Human Resources Business Partner  
**REPORTS TO:** Manager, Human Resources and Change Leadership  
**LOCATION:** Toronto  
**LANGUAGE:** Bilingual English and French

#### **OVERALL ACCOUNTABILITY:**

Your primary focus as the Senior Human Resources Business Partner is to act as a cross-functional and cross border strategic business partner for all SOCAN Business Units and affiliated companies. Building solid working relationships with front line business leaders and support them in meeting their people and business strategies, ensure smooth transitions that best practices are followed, and knowledge is transferred. You will accomplish this by developing strategic and operational plans; and offering new ideas, tools, data and analytics to proactively address critical operational and people challenges.

The successful candidate for this role will demonstrate an ability to operate effectively in a complex environment, showing sound judgement, discretion and effective decision-making skills. You will apply these skills to areas such as organizational development, talent acquisition and development, employee relations and change management initiatives.

#### **SKILLS REQUIRED:**

- Demonstrated ability to build strong working relationships with leaders, cultivating mutual understanding and gaining influence.
- To be adaptable with business and priority changes.
- Strategic thinker with a growth mindset disposition
- The ability to make difficult decisions to resolve complex problems, and stand behind recommendations.
- Business acumen
- Influencing without authority
- Driving insights through data & analytics
- Ability to work effectively in a highly complex and matrixed partnership.
- Strong leadership, relationship management skills, ability to build relationships with global networks
- Resiliency to handle shifting priorities and maintain demeanor in high intensity situations



**ATTRIBUTES:**

- Strategic, Analytical and Systematic Thinking
- Organizational Skills
- Results Oriented
- Growth Mindset
- Leadership
- Initiative
- Adaptable
- Efficient
- Self-starter

**EDUCATION/EXPERIENCE:**

- 5 – 7 years of progressive HR /business experience demonstrating knowledge of all functions of human resources including talent development, performance management, policy development, succession planning, compensation, recruitment strategy, employee relations and the ability to effectively leverage centres of expertise to meet business requirements
- A Bachelor's degree in human resources management, industrial relations, Organizational Psychology or a related field
- Bilingual skills (French and English) is required
- Knowledge of HR practices in US market a strong asset

**IS THIS JOB RIGHT FOR YOU?**

Qualified applicants are invited to apply in writing to Human Resources, Sara Smolej - Toronto Office in **English**, and include a recent copy of your resume. Please email your resume to: [hr@socan.com](mailto:hr@socan.com)

**SELECTION:**

Skills will be tested. Selection will be based on factors such as past performance, previous related experience and alignment of skills with those required for this position. Only qualified applicants will be contacted for an interview.

**ACCESSIBILITY:**

SOCAN is committed to providing accommodations for disabilities. If you require an accommodation, we will work with you confidentially to meet your needs. Please direct any accommodation requirements to the HR department to ensure your accessibility needs addressed.

**WORK WEEK:**

Monday – Friday during the core business hours: 9 am – 5 pm



**TRAVEL:**

Minimal travel maybe required (Less than 5%)

**DEADLINE:**

Applications must be received in Human Resources by **5:00 pm February 12, 2018.**