



## Join our Growing Team

### **DIRECTOR OF HUMAN RESOURCES**

Department of Human Resources  
Nunavut Tunngavik Incorporated  
Rankin Inlet, NU

The Director of Human Resources will be a generalist in human resource management. The incumbent to develop and provide strategic HR leadership for NTI. You will become the primary lead for the continuous development, enhancement, revision and maintenance of our people strategy in alignment of the overall corporate strategy and our mission, values, goals and objectives. You will also provide input to the Executive and Directors team in terms of the development of the overall corporate strategy, especially in the people side of the business through a knowledge and understanding of the NTI operations, organizational culture and employee base, as well as through knowledge of trends in HR best practices and the external labour market from a legal, social, demographic and macroeconomic perspective.

This includes, but is not limited to: plan, organize, direct, implement and evaluate the operations of the Human Resources department; develop and monitor budgets; supervision of HR staff (5); occupation classification; recruitment, retention and onboarding activities; pay and benefits administration; performance management, facilitating training and talent management; overseeing, leading, advising and coaching Directors on employee relations; occupational health and safety; and in HR planning and management. HR work at NTI is fast paced, requiring highly effective time management, attention to detail, awareness of the organizational culture, needs of departments, directors and supervisors, employees and their relationships.

The incumbent will have a bachelor's degree in a related field to HR management or; completion of business administration or; a professional development program in personnel management (Public/Human Resources Administration). The incumbent should have at least three (3) years of senior management experience; and must have the following skills and abilities:

- Good team player, self-motivated, self-directed and organizational skills;
- Ability to direct quality management in HR programs;
- Ability to analyze and interpret policy, legislation and regulations;
- Spoken and written Inuktitut/Innuinaqtun language is desirable and willingness to learn is required;
- Highly effective oral and written communication skills;
- Ability to make effective presentations through a variety of means to audiences;
- Awareness and understand the Canadian Human Rights Act, Federal or Territorial Labor Standards and Employment Equity Acts;
- An extensive knowledge in policy development and research;
- Awareness of programs and services as well as emerging employment market and organizational cultural trends.
- A good knowledge of financial management processes to carry out responsibilities of administering a department and programs delivered;
- Effective interpersonal, team-building and organizational skills are essential,
- Ability to work co-operatively and in collaboration with a variety of individuals and groups, both government and external parties,
- Sensitive to local, political and cultural aspirations;
- Flexibility and adaptability are definite assets;
- Equivalencies for this position will be considered.

***Preference will be given to Inuit enrolled under the Nunavut Agreement.***

Starting salary is \$139,879.00 per annum (commensurate with experience) a comprehensive benefit package including employee pension plan, group insurance and vacation travel assistance.

**NTI provides a variety of housing supports to employees including down payment assistance and housing allowance of \$35,865.00**

**For full job description, please contact:**

Human Resources  
Nunavut Tunngavik Incorporated



## **Join our Growing Team**

Rankin Inlet, Nunavut X0C-0G0

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**CLOSING DATE: September 5, 2025**

***Our Mission: Inuit economic, social, and cultural well-being through implementation of the Nunavut Agreement.***