

## THE ROLE

The Vice President of People, Culture & Safety is a strategic business partner to the CEO and other business unit leaders who oversees all aspects of the employee experience and safety culture at Harbour Air.

This role is responsible for clearly developing and communicating the value proposition of Harbour Air as an employer of choice and communicating Harbour Air's goals and priorities to the employee base, while ensuring compliance with relevant safety regulations and legal requirements. The VP of People, Culture & Safety will be responsible for ensuring that Harbour Air is an equitable, inclusive, and responsible employer, including developing internal HR policies appropriate to the business and its workforce. This role is also responsible for the upkeep of employment-related best practices, and ensuring strict adherence to employment legislation, and promoting Harbour Air's safety-first internal culture.

Reporting to the CEO, the VP of People, Culture & Safety will work closely with other VPs in setting the recruiting, training, professional development, compensation, and retention strategy for Harbour Air's various employee groups. This role will also work closely with the Board of Directors and the CEO in succession and workforce planning, including identifying next-generation talent and developing the strategy to develop talent at all levels of the company. This role requires a data-driven business partner who tracks, measures, and improves the data that is necessary to enhance the employee experience, including strategic workforce planning and designing employee wellbeing programs.

**LOCATION:** Vancouver, Victoria, Richmond with option to work hybrid/remote

**TERM:** Full-Time Regular, Permanent

**DEPARTMENT:** Executive

## RESPONSIBILITIES & EXPECTATIONS

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- Develop Harbour Air's people and culture initiatives that is aligned with the business strategy
- Build on a strong employee culture to improve engagement, communication, and service excellence
- Deliver high-quality strategies and implement key strategic talent management, employee engagement, and communication programs, managing and reporting on analytics that matter to organizational objectives
- Influence, as an accomplished business partner, diverse business leaders to provide thoughtful and relevant HR solutions that drive business results
- Provide proactive counsel to the senior team and will be responsible for identifying and developing the future leadership of the organization
- Manage a team of functional specialists as well as generalists supporting each of the company's operating units. This individual will align the human resource function with the organization's business goals, and be comfortable providing both strategic and tactical assistance in Human Resources
- Accountable for all the human resources functions including, employee relations and communication, talent management (selection, development, DEI, and retention), performance management (driving an increasingly performance-based culture), compensation and benefits, Occupational Health, Safety & Wellness, and overall organizational design & development
- Responsible for developing, implementing, and overseeing aviation and corporate safety programs such as: Occupational Health and Safety Plans, WorksafeBC, SMS, Emergency Response Plan, CRM
- Comply with federal, provincial, and local legal requirements by studying existing and new legislation; anticipating legislation; enforcing adherence to requirements; advising management on needed actions to protect the organization
- Oversee corporate (safety) audits and ensure corrective action plans are implemented

## KEY SKILLS & QUALIFICATIONS

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- 7+ years experience in a senior HR role, as a trusted advisor, reporting directly to the CEO or C-Suite
- CHRL, CHRE, CPHR designation or equivalent
- Prior experience leading HR in a fast-changing, complex organization where strong inter-disciplinary collaboration is critical to the organization's success
- Deep understanding of recruiting tactics, metrics, and capacity planning combined with proven ability to make data-informed business cases including for workforce planning, compensation structure, and recruiting initiatives
- Prior experience leading efforts pertaining to change management and labour relations
- Post-Secondary education in Business, Administration, Human-Resources or an equivalent combination of education and experience

## CRITICAL LEADERSHIP CAPABILITIES

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- Strong executive presence and communication skills.
- A proven ability to present to a Board or team of key investors
- Result-oriented and an ability to engage in a comprehensive range of business issues
- Demonstrate the ability to identify, collect, and select the right metrics that will lead to impactful reporting and change
- Deep commitment to employees and their need for inspiring leadership, clear goals, and transparency

## ABOUT HARBOUR AIR GROUP

- Launched in 1982, Harbour Air is North America's largest seaplane airline. With around 500 employees, it flies more than half a million passengers annually both within BC and to/from Seattle, USA.
- Our people are the backbone of our organization, and we are committed to creating a culture that inspires one another to achieve extraordinary success. We have regularly been honoured as the recipient of numerous awards including Canada's Best Managed Companies, BC's Top 55 Employers, and Canada's 10 Most Admired Corporate Cultures.

**APPLY NOW:** Please email your resume and cover letter to [jobs@harbourair.com](mailto:jobs@harbourair.com) quoting 23-06

**DEADLINE:** Open until filled

*We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.*

*Harbour Air is an equal opportunity employer, we are committed to Diversity and Inclusion and value a diverse workforce. Together, we continue to build an inclusive culture that encourages, supports, and celebrates the diverse voices of our employees. It fuels our innovation and connects us closer to our customers and communities we serve.*

*Harbour Air is committed to developing a barrier-free recruitment process and work environment. Accommodations in relation to the job selection process are available upon request. If you require any accommodation, please email [jobs@harbourair.com](mailto:jobs@harbourair.com) and we'll work with you to meet your accessibility needs.*