

## Director, Arbitrations and Disputes (SM2)

Reporting to the Executive Director, Labour Relations Policy and Programs (LRPP) the Director, Arbitrations and Disputes is accountable for leading the Arbitrations and Disputes team. This includes oversight of disputes existing between the GoA and its included, excluded, opted out and management employees within judicial and quasi-judicial forums. The position will provide oversight of consultation with stakeholders, labour relations (LR) policies, directives, programs and initiatives in unionized and non-unionized work environments across the Alberta Public Service (APS).

The Director, Arbitrations and Disputes provides direction, guidance and mentorship to a team of subject matter experts (SMEs) involved in the development, maintenance and administration of Labour and Employment Policy and programs, including the stakeholder consultation and the application and interpretation of directives and guidelines across the Government of Alberta (GoA).

### ACCOUNTABILITIES

- Ensures the Assistant Deputy Minister and Executive Director are current in the operations of the Director, Arbitrations and Disputes scope of accountabilities.
- Develops collaborative partnerships with Alberta Union of Provincial Employees (AUPE) representatives to enable productive Labour Relations partnership.
- Provides expert advice to Executive and Senior Management regarding the interpretation and application of the Collective Agreement, Human Rights Legislation, Employment Standards Act, and precedent setting labour law cases.
- Oversees the provision of strategic advisory services to portfolio staff, ensuring PSC stakeholders are provided consistent and effective policy interpretation and application in relation to Labour and Employee relations policies and guidelines.
- Ensures corporate Labour and Employee Relations policies, programs and initiatives (LR/ER) are developed and administered within an integrated workforce policy context.
- Remains attune to legislative and policy changes impacting the LR/ER environment, ensuring GoA directives, policies and guidelines are in alignment with industry best practices.
- Leads the environmental scanning process and review of labour and employment policy directives, guidelines and policies to ensure alignment with legislative changes and industry best practices.
- Liaises with policy and program areas across the PSC to ensure a consistent and standardized approach is taken for policy development and administration across the GoA.
- Ensures internal and external stakeholders are adequately consulted throughout the policy and program development processes.
- In collaboration with the Executive Director, LRPP will assist with overarching strategy for arbitrations as well as the GoA's position in quasi-judicial proceedings including Alberta Human Rights and the Alberta Labour Relations Board.
- Develop effective strategies, tools, and resources to ensure arbitration case files are heard in a timely manner.
- Provide strategic direction and mentorship to a team, ensuring staff are provided adequate training and development supports to enable career growth and development.

### OUTCOMES

- The provision of consistent and effective advisory services to Executive Leadership and CSD regarding the interpretation and application of articles within Collective Agreement, current case law and other Acts impacting the operations of the GoA.
- Assists in the development of statistical packages outlining current trends within the GoA. Identification of base causes impacting statistical trends.
- The development of strategic and collaborative partnerships with AUPE representative(s) as well as with the Ombudsman's office, Human Rights Tribunal and other quasi-judicial organizations.

- Development of training strategies to enhance the capabilities of the Arbitrations and Disputes Representatives and Specialists.
- Develop and maintain relationships with PSC counterparts to ensure an efficient and well understood operations platform for LRPP.