



Kitikmeot Inuit Association

Manager, Human Resources

Help Build a Strong Workplace in Support of Inuit Communities

The Kitikmeot Inuit Association (KIA) is seeking an experienced Human Resources Manager to lead the day-to-day delivery of HR services and serve as a trusted advisor to managers and employees. Reporting to the Chief Financial Officer, you will help foster a fair, respectful, inclusive, and culturally safe workplace while supporting the employees who deliver important programs and services across the Kitikmeot Region.

Key Responsibilities

- Advise managers on employee relations, performance, discipline, conflict resolution, and employment requirements.
- Lead recruitment, onboarding, orientation, and employee development.
- Support employee engagement, retention, and workforce planning.
- Maintain HR policies, records, reporting, and programs, including benefits.
- Coordinate accommodations, leaves, and return-to-work processes.
- Lead the Health and Safety Committee.
- Promote a respectful workplace aligned with KIA's values.

What You Bring

- Five to seven years of progressive HR generalist or management experience.
- Strong experience in employee relations, performance management, discipline, recruitment, and HR policy administration.
- Strong understanding of employment legislation and HR practices.
- Post-secondary education in HR or a related field, or equivalent management experience.
- Sound judgment and strong interpersonal, communication, coaching, and organizational skills.
- Ability to work independently, maintain confidentiality, and manage competing priorities.

Experience working in Northern Canada, an Indigenous organization, government, or the not-for-profit sector is a strong asset. Inuit identity, a meaningful connection to Inuit communities, and proficiency in an official language of Nunavut are also considered assets.

Why Join KIA

This is an opportunity to make a meaningful contribution to an organization dedicated to protecting Inuit rights, culture, language, identity, and well-being.

Inuit beneficiaries who meet the qualifications are strongly encouraged to apply and will be given preference in accordance with the Nunavut Agreement.

Compensation: \$131,064 – \$167,058

- Northern Allowance (NNA): \$27,311.52
- Comprehensive Benefits: NEBS package and Vacation Travel Allowance (VTA)
- Housing: Available

Apply in Confidence:

Please send your CV and a thoughtful letter of introduction to: Laura Peddie - laura.peddie@stratford.group

Applications close October 12, 2026

We thank all candidates for their interest. Only those selected for further consideration will be contacted.