

M&P OCCUPATIONAL GUIDELINE

JOB FAMILY: HUMAN RESOURCES Level C, Pay Grade 10

LEVEL DEFINITION	This is the fully qualified experienced level for human resource practitioners engaged in the application of all or most human resources programs within a specialized functional area with university wide impact; or for departmental human resource practitioners in a large unit, to work with senior human resource generalists in the overall application of all or most of human resource programs.
TYPICAL RESPONSIBILITIES	For practitioners in HR, general consultative services are provided on all aspects of human resources. Specialist roles are responsible for compensation and job evaluation, organizational development and learning, pensions, and human resource management systems. For practitioners, understands all UBC human resources policies and the needs of the department. Adapts and applies these policies efficiently and effectively within all or most human resources areas.
DECISION MAKING /LEVEL OF ACCOUNTABILITY	Exercises considerable judgment in carrying out assignments. Accountable for the effective execution of all matters and the effectiveness of the services provided.
SUPERVISION RECEIVED	Works under direction within broad objectives.
SUPERVISION EXERCISED	May manage clerical and other staff or provide guidance to junior human resource staff.
MINIMUM QUALIFICATIONS	Undergraduate degree in a relevant discipline. Minimum of five to seven years of related experience, or the equivalent combination of education and experience.