



People & Culture Advisor ***(Kaitohutohu Tangata me te Ahurea)***

*He aha te mea nui o te Ao?
he tāngata, he tāngata, he tāngata*

**What is the most important thing in the world?
It is people, it is people, it is people**

Tā mātou mahi | We offer

We offer a supportive environment where you can learn and grow in your expertise. You will join whānau that lives by our values and is passionate about providing professional HR service. We would like you to thrive in your role and offer training and support where needed. We are a close-knit team and try to have fun through all that pandemic madness.

Mō Te Tūranga | About The role

Help us in our mission to provide exceptional, seamless, and professional People & Culture (P&C) services to support those who support our tāngata whaiora. Advise on people issues and on finding ways to continuously improve the efficiency and effectiveness of our P&C service. Flex your muscles in designing and implementing recruitment strategies and be influential in embedding cultural diversity in our workforce.

Mōu | About you

We would like you to have a warm personality and the ability to build and maintain positive working relationships with your colleagues. At least 3 years' experience as a Generalist HR Advisor, have a culturally diverse background and be familiar with a cross-cultural approach to HRM practices.

- A tertiary level HR qualification or equivalent experience
- Some exposure to complex ER issues
- Intermediate computer skills, with the ability to pick up new systems fast

We are looking for a good human being that wants to work for an organisation with purpose and values to match.

Mō mātou | About us

We are a faith-based organisation, delivering community based mental health recovery services, and our mission is to journey with people to find a place of standing, hope, recovery, and wellness. We champion our values of Faith, Grace, Hope, Love, and Integrity in our work by bringing the best of ourselves to every situation and put the wellbeing of all the people we care for, first.

To find out more about this vacancy, please refer to the position description or contact Chris Hewitt on 03 338 6390, or visit our website www.stepstone.org.nz

Take this opportunity and apply now!

To view the Position Description and apply for this job go to:

<https://steppingstonetrust.recruitment.co.nz/Vacancies> & enter ref code: 6027163.

Applications close 31 July 2022

*** As these positions are covered under the Public Health Response (Vaccinations) Order 2021, a condition of employment is that staff are fully vaccinated.*

*** Our organisation has a strong commitment to safeguarding vulnerable people; and any employees will be vetted to a level appropriate to the role for which they have applied.*