

Title: HUMAN RESOURCE PRINCIPLES

Policy No: 2001

Approval: Council

Effective Date: February 12, 2013

Supersedes Policy No: (None)



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Policy Statement: The Municipal District of Greenview No. 16 (MD) recognizes that their staff are its most valuable asset in the delivery of services, and it will through equal employment opportunities support the development, recruitment, and retention of a qualified workforce.

Purpose: To provide guidance to all human resource policies and procedures.

Principles:

The MD will integrate the following overall principles in every aspect of human resource management:

1. Integrate the vision, mission, and values of the organization into all human resource practices.
2. Maintain policies that balance the recruitment, retention and succession planning needs of the organization and ensures that staff are able to achieve their highest potential.
3. Meet or exceed all agreement, legal, and ethical responsibilities.
4. Ensure fair, equitable and consistent terms and conditions of employment for all staff.
5. Seek to ensure a safe, healthy, productive work environment.
6. Promote and support a healthy work/life balance.
7. Maintain relationships between Council, the Chief Administrative Officer, management, and staff, that are respectful, collaborative, problem solving, inclusive, and team based.

To support these overall principles the MD will apply the following explicit principles:

8. Ensure that suitable training is available to all members of Council and staff.
9. Provide opportunities for local residents to obtain staff positions and be trained to advance to higher qualification positions within the organization.
10. Recognize the agricultural nature of the MD community and support the needs of staff involved in agricultural production in taking leave during times such as calving, seeding, and harvest.

Approved: 13.02.090