

In partnership with

Ahria

karis 
Disability Services

Director of HR Executive Profile





Are you ready to bring your unique gifts to a leadership role that merges faith and strategy?

Is now the time to step into a role where you can uplift others and honor Christian values?

Are you an experienced HR leader seeking to make a meaningful impact in a mission-driven organization?

If you answer yes to these questions, this could be your ideal career opportunity!

The Director of Human Resources at Karis Disability Services takes a compassionate and values-driven approach to organizational leadership. In this role, the Director guides a dedicated team of HR professionals, fostering a positive and inclusive work culture that honours everyone's unique strengths and perspectives.

The Director will actively live out the Christian ethos and ensure that Karis's values, vision, and mission are reflected throughout their work. They will personally embrace the commitments outlined in the organization's Statement of Faith.

As a member of the Leadership Team, the Director contributes to strategic planning and operational excellence, ensuring HR practices evolve with legislative changes, community needs, and organizational goals.

This leadership role is grounded in kindness, wisdom, and a deep belief in the power of inclusive, purpose-driven work.

Located in Waterloo, Ontario

Working in Waterloo, Ontario, means joining a vibrant and innovative community known for its strong sense of connection, creativity, and collaboration.

It's a region where professional opportunity meets a deep appreciation for quality of life. With its commitment to innovation and inclusivity, Waterloo stands out as an ideal place to live, work, and grow.



Living in Southwestern Ontario, you'll find the best of both worlds, charming small towns and peaceful countryside, all within easy reach of thriving cities like London, Windsor, and the GTA. With beautiful trails, lakeside escapes, local markets, and a rich arts and culture scene, it's a place where you can truly feel at home and find balance in both work and life.

Working at Karis

For 60 years, Karis has stood alongside people with developmental disabilities and their families, celebrating each person's unique gifts and helping create communities where everyone belongs.

Today, that commitment extends across Canada, impacting over 300,000 people in 70 communities across seven districts in Ontario and Saskatchewan, supported by a dedicated team of approximately 3,500 employees and hundreds of volunteers, making it a significant and impactful presence in the developmental services sector. Karis also partners with local leaders in Ethiopia, Guatemala, Haiti, Kenya, Nicaragua, and Uganda to support education and inclusion, with all global work funded through donations and grants.

When you join Karis, you become part of something significant. Every role offers the chance to make spaces more accessible, inclusive, and life-affirming. Your contribution will help shape a more compassionate world.

Karis believes in recognizing excellence. Their *Excellence in Action* awards celebrate team members who go above and beyond to advance the vision, “People with disabilities belong to communities in which their God-given gifts are valued and celebrated”.

At Karis, you can expect to be treated with dignity and respect. You will have clear responsibilities, consistent support, and the necessary resources to thrive. Employee well-being, continuous learning, and professional growth are prioritized.

This year Karis is co-creating a new three-year strategic plan in partnership with employees, families, people with disabilities, churches, community partners, and leaders across the organization.

Mission

As an expression of Christian faith, we work together with people with disabilities to accomplish their goals and nurture communities where everybody belongs.

Vision

People with disabilities belong to communities in which their God-given gifts are valued and celebrated.

Values



Fostering belonging
We strengthen communities by fostering belonging with people with disabilities.



Valuing people
We believe that all people are created in the image of God and are loved and valued equally.



Serving others
We mobilize our faith to effectively and compassionately support those around us.



Celebrating gifts
We celebrate the many skills, abilities, and contributions that everybody, including people with disabilities, offers the world around them.

About the Role

Reports to: Vice President of Human Resources

Direct Reports: 8

Location: On-site in Waterloo, Ontario

Workforce: Unionized and non-unionized

The Director of Human Resources oversees the human resource management function of Karis Disability Services and provides leadership, supervision, and support to the Human Resources department employees. They are responsible for administering the organization's Faith Foundation, stewarding its Christian ethos, and ensuring accountability for its human resources practices. As a member of the Organizational Leadership Team, the Director of Human Resources provides guidance and makes recommendations on all aspects of employment, in support of strategic plans, new initiatives, and relevant legislation.

The Director of Human Resources embraces the organization's Christian Faith Foundation, ensures the Christian ethos, values, vision, and mission permeate their job responsibilities, and personally commits to the expectations outlined in the Statement of Faith.

Your responsibilities will include:

Professional Leadership

- Develop and deliver Christian faith-informed perspectives on human resources matters and practices relevant to the organization.
- Responsible for representing the interests of Karis as a Christian faith-based agency at professional meetings, community tables, sector committees, etc.
- Provide analysis and recommendations when human resources standards and practices conflict or appear to conflict with elements of the Karis' Faith Foundation, values, vision, mission, or its membership's interests.

Department Leadership

- Provide oversight and direction to ensure that the human resources management team supports Karis' values, vision, mission, and service principles.
- Lead the human resources management team in decisions and outcomes relating to performance management, conflict mediation, accommodation, progressive discipline, employee relations, wellness initiatives, health and safety, workplace investigations, leader training, dispute resolution, and terminations.
- Provide supervision, leadership, and support within the HR department and the Administrative team, and cultivate a positive work environment.
- Consult with Legal Counsel on legal issues pertaining to labour relations and HR matters.
- In consultation with legal counsel, ensure compliance with Employment Standards, Human Rights, and Occupational Health and Safety legislation and regulations throughout the organization.
- Ensure the outcomes and advice from the human resources management team are consistent with Karis Disability Services' Christian ethos.
- In consultation with legal counsel, create and maintain HR policies according to current legislation and the organization's needs.
- Ensure all Karis policies are followed.

Continuous Improvement and Change Management

- Establish accountability structures to ensure appropriate stewardship of the Organization's Christian ethos.
- Support the Faith Foundation and Christian ethos of Karis by leading and/or modeling prayer, devotions, and/or other Christian rituals or traditions where appropriate.
- Participate in the Organizational Leadership Team to provide recommendations on operational matters, policies, direction, and procedures.
- Provide input to the organizational Strategic Priorities and the development of the Strategic Plan.
- Formulate department operating plans to achieve relevant outcomes identified in the Strategic Plan.
- Develop and uphold an Internal Partnership Agreement with Executive Directors to ensure consistent, responsive approaches to reach organizational outcomes.
- In support of the Achievement, Accountability and Responsibility Structure, report on outcome measures, including department progress, areas of risk, and mitigating strategies.

- Identify continuous improvement recommendations within the department and implement plans to achieve desired outcomes.

Provincial and Community Networking

- Work with partners from similar organizations and faith-based groups to create systems that serve the interests of developmental services.
- Lead, engage in, and cultivate relationships and opportunities to meet assigned fundraising targets or solicit support toward organizational outcomes.
- Stay apprised of provincial, national, and international developments in human resources through journals, seminars, membership, and networking with other human resources professionals.
- Advance Karis' ministry within the Christian Community by developing and delivering presentations about the organization at gatherings, soliciting support, promoting Karis' Faith Foundation, and encouraging the Christian community to create places of belonging.
- Participate in organizational committees and teams to further the vision of Karis.



To excel in this role, here is what you need in your toolkit:

- ☑ A Bachelor of Arts in a relevant field with a CHRL designation.
- ☑ At least six years of progressive experience in Human Resources Management, with proven leadership in areas like employee relations, compliance, organizational development, and team supervision.
- ☑ Proven ability to lead HR functions with strategic insight, support organizational change, uphold fair and consistent labour practices, and actively contribute to long-term planning as a key member of the executive team.
- ☑ A personal commitment to the Christian faith, with the ability to integrate Christian values and practices into leadership and daily work, including engagement with Karis's Faith Foundation and Statement of Faith.
- ☑ Strong in communication, presentation, and negotiation; skilled in problem-solving, time management, and handling intense mental demands in a fast-paced, multi-site environment.
- ☑ Solid understanding of employment law, human rights, occupational health and safety, and relevant HR policy development.
- ☑ A driver's licence and insurance to travel across regions to support teams and organizational initiatives

As a people-first leader, you balance strategic insight with kindness. You know how to guide teams, resolve conflict, and build culture with clarity, even in challenging moments. Your decisions are rooted in both professional standards and compassion.

For you, HR is more than a function; it is a way to serve with purpose, faith, and care. With a strong grasp of employment legislation, HR best practices, and ethical decision-making, you bring confidence and consistency to your work.

You naturally foster inclusion and belonging, creating environments where people of all backgrounds feel valued and seen. Diversity isn't just welcomed, it's celebrated.

You're a trusted collaborator and strategic partner, ready to contribute to the organization's mission. You value shared leadership and the wisdom of the wider community. Above all, you are driven by purpose, seeing your role as a calling to uplift others and build communities where every person belongs.

For the right candidate, Karis offers a thoughtfully designed and competitive package:

- Base salary begins at \$115,000, with potential for higher compensation depending on experience and skills.
- Comprehensive benefits, RRSP matching, and an Employee and Family Assistance Plan.
- Generous vacation time to support rest, renewal, and a healthy rhythm of life.
- Opportunities to grow through mentorship, leadership training, career development, and tuition support.

If you're seeking purpose, belonging, and the chance to make a lasting difference, there's a place for you at Karis Disability Services.

If you believe you have the skills, experience, and desire to be Karis Disability Services' Director of HR, we want to hear from you! Please send your cover letter and resume in a single document to recruiting@ahria.ca.

Karis Disability Services seeks to hire a workforce that represents the diversity of our communities where we serve. We are committed to promoting communities of belonging where Black, Indigenous, and People of Colour feel valued, respected, represented, and heard. We encourage applications from qualified candidates from members of groups with historical or current barriers to equity. We seek to provide accessibility through all stages of the hiring process for all applicants with disabilities consistent with our Accessibility Policies and the AODA. Please let us know if you require an accommodation and we will work with you to meet your accessibility needs.

If you have additional questions about this role, please contact:

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