Abiona Centre
For Infant & Early Mental Health

INTERNAL / EXTERNAL JOB POSTING

Manager, People and Culture
Full Time Permanent

Abiona Centre For Infant & Early Mental Health (the "Centre"), is a client-centered organization focusing on infant and early childhood mental health. We support pregnant and parenting young mothers aged 13-29, along with their babies who reside at the Centre or in the community. As an accredited Children's Mental Health Centre, we are the largest Young Parent Infant Centre in the province.

Our commitment is to create a better future for vulnerable pregnant and parenting young mothers and their children 0-6. Our infant and early childhood mental health programs give our clients the tools they need to build secure relationships with their babies, cope with life's adversities, find help when needed and succeed in life. We offer a live-in treatment program, transitional housing, on-site high school programs, community housing support, housing and community support referral services, and maternal-infant mental health programs. Collaborating with community partners, our multi-disciplinary team provides wraparound programs addressing mental health, education, life skills, and transitional needs. The Centre also operates an EarlyON Child and Family Centre, along with two Early Learning Centres open to families, young women, and their children in the community.

Our vision is a world where families led by young women have the emotional and physical supports to realize their full potential.

The Manager, People and Culture contributes to the achievement of Abiona Centre's (the 'Centre') mission, vision, strategic directions and objectives by ensuring smooth operation of all aspects of the Human Resources functions, and fostering an engaging, collaborative workplace culture that embraces diversity, equity and inclusion for all.

Reporting to the President & Chief Executive Officer (CEO), the Manager will support the management team in recruitment, onboarding, compensation and benefits, performance management, health and safety, training and development, labour and employee relations, and implementing strategies to attract and retain the best talents for the Centre.

Position:	**Manager, People and Culture**
Term:	Full Time Permanent (Existing Position)
Rate of Pay:	$84,228.64 per annum
Department:	People and Culture
Reports to:	President & Chief Executive Officer
Supervises:	• Human Resources Assistant • Accounting and Payroll Assistant (dotted line) • Volunteers • Student Placements
Qualifications:	• Bachelor's degree in Human Resources or a related field, plus CHRL designation, or the equivalent combination of education, professional certification, and professional work experience. • Minimum 5 years of progressively responsible HR roles, including 3 years supervisory experience, ideally in a non-profit unionized setting. • Strong working knowledge of employment legislation including employment

standards, occupational health and safety, labour relations, human rights, etc.
- Demonstrated knowledge of leadership development, DEIB and change management best practices.
- Direct experience in all aspects of the employee life cycle, including recruitment, onboarding, performance management and compensation practices.
- Strong understanding of HR processes, performance management, and workforce planning.
- Strong understanding of data management, HRIS platform technologies.
- Excellent communication and interpersonal skills with the ability to build collaborative relationships.
- A well-defined sense of diplomacy, including problem-identification, problem solving, and people-management skills.
- Demonstrated ability to lead and inspire teams and influence positive change throughout the organization.
- High level of integrity, confidentiality, and accountability.
- Strong work ethic and positive team attitude.
- Ability to respond appropriately in pressured situations with a calm and steady demeanor.
- High level of proficiency with Microsoft Office.

Working Conditions:
- Manual dexterity required to use desktop computer and peripherals.
- Intermittent physical activity including walking, standing, sitting and lifting.
- Travel required
- Overtime as required

Closing Date: **August 17, 2026; 5:00 p.m.**

The Centre offers a dynamic work environment and career advancement opportunities. The successful candidate must have a negative Police Record Check (Vulnerable Sector Check) as a condition of employment.

The Centre In accordance with *the Ontario Human Rights Code*, *Accessibility for Ontarians with Disabilities Act, 2005*, and the *Centre's Accommodation Policy*, accommodation will be provided in all parts of the hiring process. Please make your needs known in advance. The Centre encourages applications from persons who represent the diverse populations we serve.

Qualified applicants should send their cover letter and resume by the closing date to:
Human Resources
Abiona Centre For Infant & Early Mental Health
1102 Broadview Avenue
Toronto, ON M4K 2S5
Fax: 416-425-4056
OR
Email: hr@abionacentre.ca **(please quote "Manager, People and Culture" in the subject line)**

We thank all applicants, however, only those we select for interview will be contacted.

Date of posting: July 31, 2026