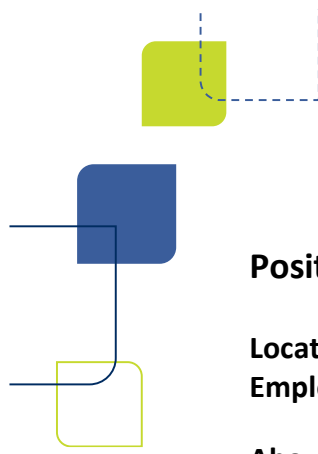


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## **Position: People and Culture Manager**

**Location:** Victoria or Vancouver, BC

**Employment type:** Full Time Position (4–5 days per week, with flexibility)

### **About Deetken Insight:**

Deetken Insight is a management consultancy offering services across Strategy & Transformation, Economics, Procurement & Deal Strategy, and Implementation Success. We primarily serve public sector agencies, including national, provincial, and municipal governments, as well as broader public sector entities. At Deetken, we are privileged to tackle tough problems and make a real impact in our communities. We have a team of approximately fifty professionals, mostly located near our offices in Vancouver and Victoria, with several staff distributed across Canada, including Alberta and Ontario.

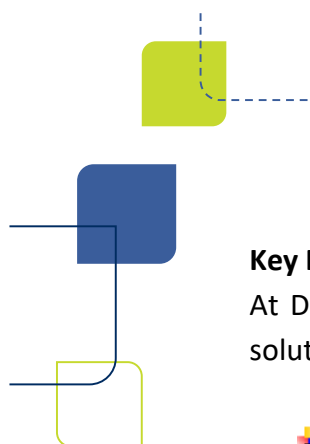
### **About the Role:**

We're looking for a People and Culture Manager who thrives in a dynamic, fast-growing environment and enjoys building scalable people's practices. You'll lead end-to-end HR operations while partnering closely with leadership to strengthen culture, enable performance, and support our distributed team across Canada.

At Deetken Insight, we'll empower you to apply your education, experience, and curiosity to design practical solutions that help people do their best work.

We are seeking an individual with a passion for shaping culture and driving change within a growth-oriented professional services firm, bringing purpose-built solutions to our talent management practices that are grounded in a deep understanding of Canadian employment practices. We value relevant experience and a strong record of execution.

This position will be based in either Vancouver or Victoria, operating under a hybrid work model that requires at least three days per week in the office. You will report to the Managing Partner and work closely with leadership team and operations staff.



### Key Responsibilities:

At Deetken, you'll play a pivotal role in delivering people-centered, business-aligned solutions. Your responsibilities will include:

- + **Own the HR function end-to-end:** policy development and stewardship, compliance, HRIS records, and reporting.
- + **Talent acquisition:** design and run hiring processes, coordinate assessments and case studies, and guide partners and hiring managers through structured selection.
- + **Onboarding & offboarding:** deliver consistent experiences, checklists, and documentation; manage background/setup steps, equipment, and early-tenure touchpoints.
- + **Performance & development:** maintain our bi-annual review cycle, role profiles, competency frameworks, and development plans; coach managers on feedback and goal setting, assess and develop training programs.
- + **Compensation & Benefits:** Assess, design, and implement compensation, recognition, and benefits programs.
- + **Culture & engagement:** partner with leaders and our wellness/engagement initiatives to foster connection, inclusion, recognition, and work-life harmony.
- + **Employee relations:** advise managers and staff, resolve issues early, and document matters appropriately; ensure compliance with BC and Canadian employment standards.
- + **Operations & risk:** maintain secure records and contribute to business continuity plans.
- + **Change enablement:** help teams adopt new processes and tools through clear communication, training, and feedback loops.

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## Qualifications and Skills:

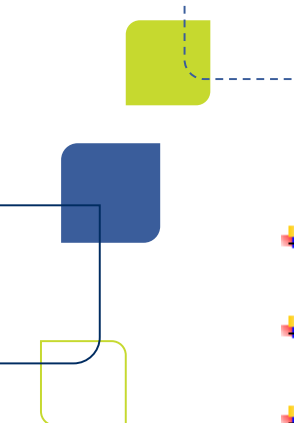
We are seeking candidates who bring the following qualifications and strengths:

- + 5+ years of progressive People/HR experience, including building or running a one-person HR department in a small/medium organization.
- + University Degree in Human Resources, Organizational/Industrial Psychology, or a related field (or equivalent combination of experience and education).
- + Strong knowledge of Canadian employment standards, leaves, accommodation, and best practices; experience supporting hybrid, multi-province teams is an asset.
- + Demonstrated experience with recruitment, performance systems, policy development, and compensation/benefits administration.
- + Skilled in coaching managers, facilitating difficult conversations, and driving follow-through.
- + Comfort with Microsoft 365 and data hygiene; able to create clear documents, trackers, and dashboards.
- + Organized, proactive, and service-oriented; able to balance strategic projects with day-to-day operations.
- + Excellent written and verbal communication.

Bring your expertise and passion to a team that values innovation, collaboration, and impact.

## Why Join Deetken Insight?

As one of Canada's Best Employers for recent graduates in the 2024 edition of *The Career Directory*, Deetken Insight is proud to offer exceptional rewards and benefits to our team. Here's what you can look forward to:

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- + Competitive compensation package to recognize your contributions.
  - + Comprehensive extended health benefits for your well-being.
  - + Generous vacation policy and additional “Deetken Days” for paid time off.
  - + Performance-based bonuses to reward excellence.
  - + Bi-annual performance reviews and personalized development plans to help you grow.
  - + Professional and personal development opportunities to support your career journey.
  - + Flexible work arrangements to suit your lifestyle.
  - + Regular team socials to foster connection and collaboration.  
...and much more!

### How to Apply

Interested candidates are encouraged to send their **CV** and a **cover letter** to **Lucia Echeverria** at [lecheverria@deetken.com](mailto:lecheverria@deetken.com) by **October 31, 2025**.

We encourage all potential applicants to visit our website at <https://deetken.com> to meet our team, learn more about what we do, and review our Core Values that reflect how we achieve success as a team and individually.

*Deetken Insight is an equal opportunity employer. We welcome applications from all qualified candidates and are committed to an inclusive, accessible recruitment process.*