

Recruitment posting

Labour Relations Board

Competition ##: 871

Ministry: Jobs, Economy, Trade and Immigration

Opening Date: 2026/02/23

Closing Date: 2026/03/09

Role: Board Members

It is recognized in Alberta as a fundamental principle and as a matter of public policy that all persons are equal. Diversity and inclusion are valued and supported on the boards of Alberta's public agencies.

Role Required

The Minister of Jobs, Economy, Trade and Immigration is seeking applications from individuals interested in serving as a Board Member of the Alberta Labour Relations Board.

Location

Hearings are usually held at the Board's Edmonton or Calgary office, although some hearings are held virtually.

About the Agency

The Alberta Labour Relations Board is a representational, independent and impartial tribunal responsible for the day-to-day interpretation and application of Alberta's labour laws. The Labour Relations Board processes applications, holds hearings, actively encourages dispute resolution, employs officers for investigations and makes major policy decisions. The Labour Relations Board offers informal settlement options to the parties, but it also has inquiry and hearing powers to make binding rulings whenever necessary.

The Labour Relations Board administers three main pieces of legislation: the [Labour Relations Code](#), [Public Service Employee Relations Act](#), and [Police Officers Collective Bargaining Act](#). The Board also administers parts of other legislation including: [Post-Secondary Learning Act](#), [Public Education Collective Bargaining Act](#), and [Public Interest Disclosure \(Whistleblower Protection\) Act](#). The Board is designated as an appeal body for certain proceedings under the [Employment Standards Code](#) and [Occupational Health and Safety Act](#).

Role Description

Board Members are part-time participants in Board proceedings and must be available to sit, as required, on a three-person adjudication panel composed of a Chair or Vice Chair and two Members. As a Member of an adjudicative panel, the Member will participate in the panel's fact-finding and decision-making process. A Member will fully consider evidence, both oral and documentary, submitted under oath by the parties to a dispute. In conjunction with the other members of the panel, and in consideration of the applicable legislation and case law, a Member will participate with the other panel members in reaching the Board's conclusions.

A Member may be required to mediate disputes, will attend and participate in Board caucus functions and act in public as an ambassador for the Board.

Board Members are appointed for a term not to exceed three years.

Skills and Experience Required

- Significant past or present participation in the labour relations community as a representative of either labour or management is required.
- Knowledge of the applicable legislation and labour relations practices (e.g., relating to the grievance arbitration process, collective agreement negotiation, union organizing drives).
- Board members must have relevant experience including a demonstrated ability to analyze evidence, exercise judgment, solve problems and work towards meeting consensus.
- Strong analytical skills, ability to articulate views in discussion, mediate disputes, and collaborate in decision making will be key in this role.
- Experience on or before an adjudicative board is an asset.

Remuneration and Time Commitment

It is essential that members have a flexible schedule to be available to sit a minimum of two days per month and to commit to Board hearings on short notice. Appointments to the Labour Relations Board are made by Order in Council and remuneration is paid on a per diem basis.

Honoraria is paid in accordance with [Schedule 1, Part A of the Committee Remuneration Order \(OC466/2007\)](#) effective April 1, 2009 is:

- (a) \$164 for up to and including four hours in any day, or
- (b) \$290 for over four hours and up to and including eight hours in any day, or
- (c) \$427 for over eight hours in any day. Honoraria is subject to review.

Travelling expenses will be paid in accordance with the [Travel, Meal and Hospitality Expenses Policy](#).

Position Profile

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Additional Documentation

Please note: This ad will remain open until March 9, 2026, or until suitable candidates are found.

In addition to your cover letter and resume, we require a biography. Click [HERE](#) to download the biography form.

Once the forms are completed, save them to your PC. When you click on submit application, you will be prompted to upload additional documents. Drag and drop or upload your completed cover letter, resume and biography form into the 'Drop files below or click to upload' section. Please note:

The posting may be used to fill current and future public agency vacancies.

Contact Information

Executive Search, Alberta Public Service Commission.

Phone: 780-408-8460

Email: psc.executivesearchservices@gov.ab.ca

How To Apply

Carefully read the Recruitment Posting and the Position Profile to ensure this is an appropriate opportunity for you. Applicants are advised to provide information that clearly and concisely demonstrates how their qualifications meet the advertised requirements.

Online applications are preferred. To apply, click on the 'apply' button, create or sign into your account in the ePAAS system; upload your resume, view the listing under Current Opportunities and click on 'submit application'. The uploaded resume will be automatically attached.

Provide a short 4 line biography using the Biography template found under additional documents section. Your biography should include your name, current work experience, board/committee experience and relevant education. Please note that biographies may be edited for length and clarity.

Once your biography and other required form(s) are completed, save it to your PC. When you hit 'submit application', you will be prompted to upload additional documents. Drag and drop (or upload) your completed cover letter, biography and other form(s) into the 'Drop files below or click to upload' section before clicking the 'apply' button.

If you are unable to apply online, please submit a cover letter and resume, quoting the recruitment posting competition number, to the contact provided on the posting. We thank all applicants for their interest. All applications will be reviewed to assess which candidates' qualifications most closely match the agency's requirements. **Only those selected for interviews** will be contacted to advance to the next step in the appointment process. You can check the status of each competition on-line at <https://www.alberta.ca/public-agencies.cfm>.

The personal information collected through the Electronic Public Agency Appointment System (ePAAS) will be used to administer and manage recruitment for current and future public agency appointment opportunities. This personal information collection is authorized under section 8(1)(2) of the Government Organization Act, and is being managed in accordance with section 4(c) of the Protection of Privacy Act (POPA). If you have questions about this collection of personal information, you may contact the Public Agency Secretariat at 780-644-5438 or by email at: PASinfo@gov.ab.ca

Please Note: Successful applicants will have the following information about them made publicly available on the Public Agency Secretariat Website: name, biography, public agency, and position title.

Agency Website:

[Alberta Labour Relations Board](#)

Link to Enabling Legislation:

[Labour Relations Code](#)