



DHR
GLOBAL

Position Specification

Chairperson, Agriculture & Environment
Assiniboine College

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Presented by:

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**Assiniboine
College**



Organizational Profile

Assiniboine College has been providing exceptional learning experiences for more than 60 years. For staff and students alike, Assiniboine offers unparalleled learning environments and responds well to the demands and requirements of the Manitoba labour market. Here, instructors follow the philosophy of 'learn by doing,' combining theory with hands-on learning inside classrooms, labs, kitchens, shops, fields and the college's Sustainable Greenhouse. We are an accredited college with the Province of Manitoba.

We offer more than 75 unique certificate, diploma and post-graduate programs across a variety of disciplines including culinary arts and hospitality, business, agriculture and environment, health and human services, trades and technology. We also deliver apprenticeship programming in a range of skilled trade disciplines.

Our campuses are situated across Western Manitoba, with over 30 community partners throughout the province. Permanent campuses are located in Brandon, Winnipeg, Dauphin, and Portage La Prairie. The Victoria Avenue East campus in Brandon offers programmes in business, agriculture, nursing, police studies, health and human services, creative media, and adult learning. The North Hill campus includes facilities such as the Len Evans Centre for Trades and Technology, the Manitoba Institute of Culinary Arts, and a sustainable greenhouse. The Parkland campus in Dauphin provides training in business, nursing, early childhood education, among other areas. Sites in Winnipeg, Southport, and Morden offer the Practical Nursing Program and continuing studies courses.

Assiniboine College partners with communities and organizations throughout the province to offer place-based education and training. Rural rotating sites provide customized, in-community learning, ensuring that skilled graduates are produced across urban, rural, and remote areas.

Our most recent grads say it all. Ninety-four percent of grads have jobs nine months after graduation and eighty-nine percent of grads are working in their field of study.

For more information see: <https://assiniboine.net/>

Vision

Exceptional learning experiences.

Mission

Transforming lives and strengthening Manitoba through applied education and research.

Principles of Continued Success

Creativity.

We foster an environment that supports and unleashes the creativity of our faculty and staff.

Collaboration.

Teamwork, purposeful connections, and community building are critical to achieving our collective potential.

Courage.

Our faculty and staff embrace their roles as community leaders, boldly taking risks to build a strong future for Manitoba.



Our Strategic Direction

Our Strategic Direction

- In 2024, our Board of Governors adopted a refreshed Strategic Direction for the college that will guide us through to 2030. You may view our Strategic Direction [here](#).

Commitment to Reconciliation

- We are bound together by history, by geography, and by the pressing challenges of our time. In the shared journey of reconciliation, all Manitobans must walk together, work together, and heal together.
- As Justice Murray Sinclair said, it is precisely because education was the primary tool of oppression of Indigenous people, and miseducation of all Canadians, that education holds the key to reconciliation.

The Road Ahead

- Our choices and contributions over the coming decade are critical in building the society and economy Manitobans want and deserve. Much progress has been made, but many challenges persist.
- We must continue to evolve and adapt, which will mean using our full legislative authority to develop an array of credentials that meet student demands and labour market needs – micro credentials, certificates, diplomas, advanced diplomas, and graduate degrees.
- We must build highly supportive models of education that meet learners where they are, instilling a sense of belonging and purpose that fosters resilience in our students and perseverance in our graduates.
- As Canada's leader in community based education, we must ensure that all of Manitoba, and all Manitobans, have access to high quality, labour market-relevant education.

Key Commitments By 2030

- **Graduates.** 2,030 graduates by 2030
- **Reconciliation.** 2,500 new Indigenous graduates contribute to the prosperity of Manitoba
- **Population.** 3,000 new people make Manitoba their home as a direct result of our programs

People Make it Happen

- Putting our faculty and staff front and centre has been critical to our advancement as a college. Our future success rests on our ability to develop a sustainable Thriving Workforce that is unified in moving forward for the benefit of the college and Manitoba.

FAST FACTS

Graduates nine months after graduation

- 96% of our recent graduates who are seeking work have found employment.*
- 86% are working in a career related to their field of study.*
- 96% of graduates stay in Manitoba.*
- With 71% originating in Manitoba, that's a net population gain for Manitoba as a result of studying at Assiniboine.
- \$54,525 is the average gross annual salary of our most recent graduates*

Graduates four years after graduating (2018-19 grads)

- 96% of our graduates, four years after graduating, have jobs.*
- 86% are working in a career related to their field of study.*



- 91% of 2019-20 graduates are still in Manitoba.*
 - The 5-year average of graduates staying in Manitoba four years after graduating is 89%.
 - \$64,514 is the average annual income of 2018-19 graduates, four years after graduating*
- * Data from our Graduate Satisfaction & Employment Survey, which separately surveyed 2022-23 graduates (nine months after graduation) and 2019-20 graduates (four years after graduation).
- We offer more than 75 unique certificate, diploma and post-graduate programs.
 - Assiniboine students benefit from \$1,000,000 in scholarships and bursaries each year.
 - 800+ full- and part-time employees.
 - The college offers a varsity sports program, including men's and women's soccer, volleyball, futsal, curling and women's hockey.

**YOUR
EDUCATION
FROM THE
GROUND UP!**

A leader in hands-on education and training,
the Edwards School is leading the charge.

 **RUSS EDWARDS
SCHOOL**
Agriculture & Environment



About the Russ Edwards School of Agriculture and Environment

The Russ Edwards School of Agriculture & Environment is a leader in hands-on education and training, using technology and innovation to effect change with greater effect and better outcomes, and recognizes the interconnectedness of agriculture and the environment.

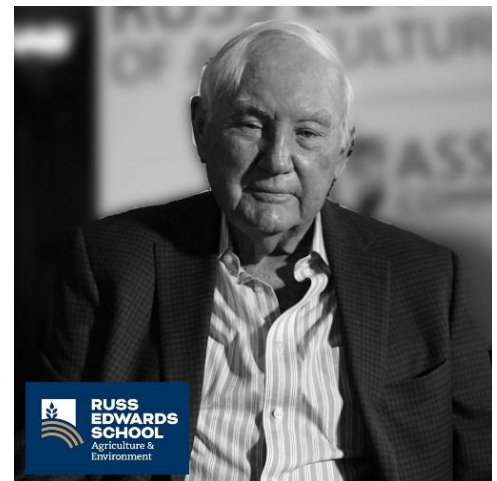
With an entrepreneurial spirit and commitment to a strong Manitoba, the Russ Edwards School is home to Manitoba's leading programs in agriculture and environment, encompassing a field to fork philosophy and integrating the technology to keep up with the evolving industry.

Humble Beginnings

A farm boy from La Broquerie, Manitoba, Russ Edwards is a remarkable inspiration. Russ is the founder of WGI Westman Group, holdings of which include: Behlen Industries, Westman Steel, Meridian Manufacturing, Canada Culvert and more.

When Russ Edwards took his first step into the business of manufacturing steel products some 46 years ago, it was he and six employees. Today Edwards serves as Chairman of Westman Group Inc. (WGI) with its 2000 employees and 79 locations across North America.

“The Russ Edwards School of Agriculture and Environment is the legacy that my wife and myself, my family, wish to leave to western Canada. We believe that with the proper education our young farmers, ladies, men, children will receive in this school will be tremendously important going forward. Brandon is an agricultural center of the West and this school is right in the heart of Canada.”



Edwards is proof that hard work, quality workmanship and an enduring trust and respect for employees is the path to longevity and prosperity in the corporate world.

Academic Programming

For more than 45 years, Assiniboine has offered agriculture and environment programming. We have programs for every career level. Whether students are attending college right after high school, looking to build new skills for their current job, or wanting to return to post-secondary in order to change directions, we have plenty to choose from.

Applied Research

Assiniboine College has been offering agricultural, horticultural, and environmental programs for more than 25 years. The Faculty of Agriculture and Environment has an excellent reputation as both an agriculture and horticulture training provider, and as a premiere Manitoba applied research institution. Learn more about Assiniboine's applied research and related initiatives [here](#).



Current Certificate & Diploma Programs

- Agribusiness
- Civil Technician & Civil Technology
- Culinary Arts
- Food Processing (Animal Proteins)
- Horticulture
- Land and Water Management
- Mechatronics (Engineering Technology)

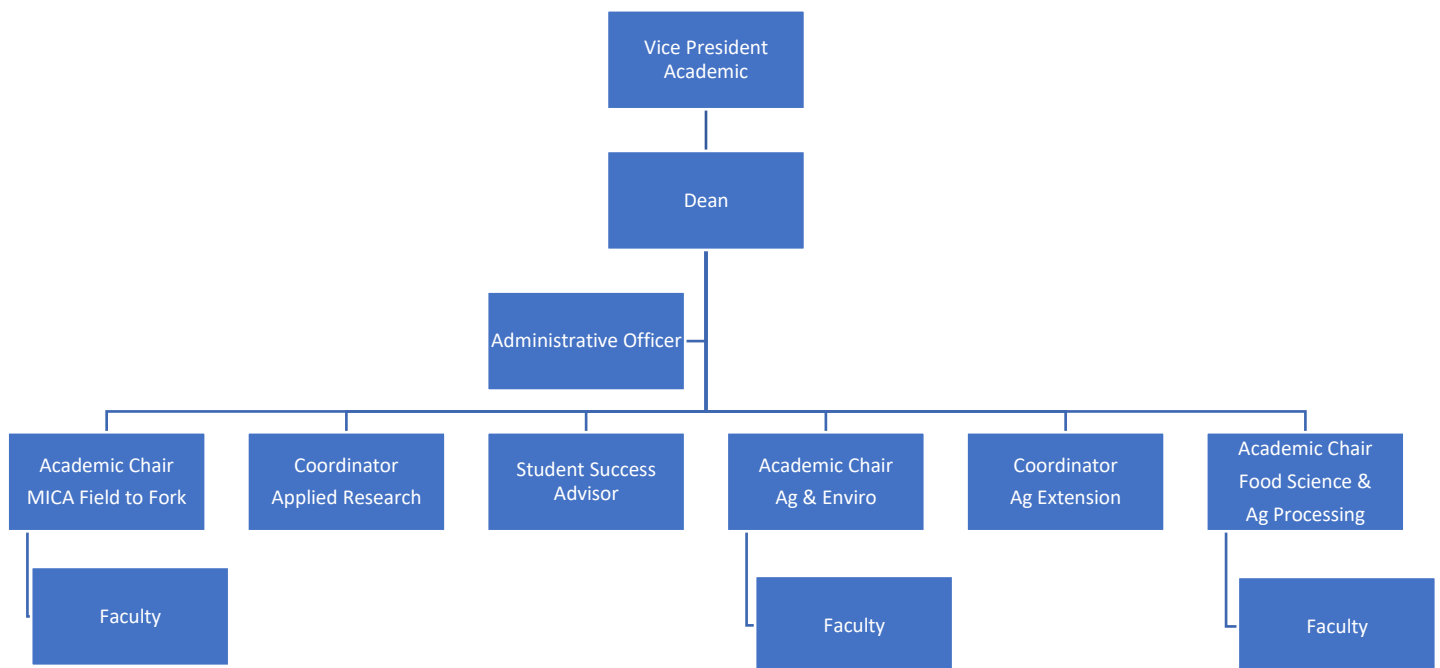
Advanced Diplomas

- Agriculture
- Geographic Information Systems (GIS)
- Sustainable Food Systems

Agriculture Extension Programming

- Commercial Manure Applicator
- Manure Management Planner
- Pesticide Certification
- Integrated Pest Management
- Ag Extension Workshops: (Drone Flight School, Westman Winter Agronomy School)
- Swine Production Foundations

Organizational Structure





Prairie Innovation Centre (PIC)

The Prairie Innovation Centre for Sustainable Agriculture at Assiniboine's North Hill campus in Brandon will transform agricultural education in Canada. The Centre will feature collaborative learning areas, research labs, and multipurpose facilities benefiting both students and the agriculture industry.

With leadership from the Dean, PIC will grow its programming from 300 to over 800 students annually, supporting labour development, industry partnerships, and research. Over **\$150 million** is committed, including community donations, provincial funding, an early learning centre, and election campaign pledges.

PIC will offer new programs like Mechatronics in 2025, expanded diplomas in food science technology, chemical engineering, and a Bachelor of Commerce by 2028. The Dean will oversee program establishment and faculty hiring.

Facilities will include modern classrooms, labs, a collaborative auditorium, a 216-seat early learning centre, and dedicated spaces for research and extension. PIC will be central to innovation and workforce development in Manitoba's agri-food industry.

PIC will be a cornerstone of Assiniboine's future, driving innovation and talent development in Manitoba's agri-food sector.



Planned New PIC Programs in Development

Bachelor of Commerce in Agriculture

This is a new two-year degree completion pathway for diploma holders in agriculture. This program that will highlight the interdisciplinary skillsets needed to meet the future needs of a technologically advanced ag sector requiring not only agronomy and business skills but communication and technical knowledge advancement. Graduates will be prepared to face emerging challenges and new opportunities in agribusiness including the



international agri-food industry and innovations in the value chain in areas such as marketing and product management, corporate management, agro-food value chain development, international trade, or quality management. Graduates will provide key skills to the Manitoba and regional labour market in management and leadership in areas such as agri-food entrepreneurship; innovation; commodity marketing, risk management and trading; agri-finance; succession planning; whole farm optimization.

Advanced Diploma in Agriculture

Currently offered as a cost-recovery program, this one-year program builds on existing degree or diploma to develop specialized skills to prepare for a career in the fast-changing world of agriculture including fundamental agriculture topics, including crop production and protection, livestock production and environmental considerations, customer service, sales and marketing. Potential employers include banks and credit unions, grain companies, equipment dealers and government agencies. Some graduates may even choose to become entrepreneurs or self-employed consultants.

Diploma in Chemical Engineering Technology

This new program is a three-year program, leading to the award of a diploma in Chemical Engineering Technology. This program has six semesters, with work integrated learning components, and will run as a full-time program in Brandon in the new Prairie Innovation Centre for Sustainable Agriculture. Manitoba has a robust and growing manufacturing industry. Chemical science technologists are needed to support the industry and to take advantage of the burgeoning opportunities in the development and export of new products. This new program will offer an attractive, technology-oriented program with broad employability skills to work in a number of related occupations and specifically supporting Manitoba's food processing and manufacturing needs. Students will obtain industry-supported, industry-driven skills in a "learn by doing" environment. A final industry-sponsored capstone project will demonstrate value to sponsors and students by integrating state-of-the-art practices to solve real-world problems.

Diploma in Food Science Technology

This new program is a three-year program, leading to the award of a diploma in Food Science Technology. This program has six semesters, with work integrated learning components, and will run as a full-time program in Brandon in the new Prairie Innovation Centre for Sustainable Agriculture. Food Science Technology is the study of food and beverage industry issues and the research and solutions to these issues; Manitoba has a robust and growing food and beverage processing, and manufacturing industry. Food science technologists are needed to support the industry and to take advantage of the burgeoning opportunities in the research and development of new foods, and food sources. This new program offers an attractive, technology-oriented program with broad employability skills to work in a number of related occupations, specifically supporting Manitoba's food processing and manufacturing needs. Students will obtain industry-supported, industry-driven skills in a "learn by doing" environment. A final industry-sponsored capstone project will demonstrate value to sponsors and students by integrating state-of-the-art practices to solve real-world problems. The program aims to produce graduates who will qualify as federal food inspectors and includes courses in food product development, food chemistry, microbiology, and food safety, as well as food processing and packaging techniques supported by application in a laboratory and co-op placement.



Diploma in Civil Technology – Municipal Engineering Specialization

The proposed program establishes the ongoing funding to expand the current one-year civil technician certificate program to a civil engineering technology diploma, with a specialization in municipal engineering. The expansion of the certificate to a diploma program will help satisfy the needs of regional who have indicated a labour shortage and will build upon the successes of Assiniboine’s cost-recovery programming offered to date. The program will provide learners with knowledge of municipal infrastructure development and the criteria needed to proceed with the development of infrastructure, obtaining skills needed to design and lay out municipal infrastructure projects, including identification and testing of materials in adherence to standards for municipalities, towns, cities and government agencies as set out by governments.

Conservation Officer Diploma

This new program will equip students with the knowledge and use of our regulated natural resources to be employed as professional law enforcement officers in conservation, managing resource protection and compliance programs. Graduates will gain knowledge of land resource law, fish and wildlife regulations and communications specific to conflict management and trained in enforcement of acts dealing with natural resources, fish and wildlife. This program builds upon two areas of strength at Assiniboine College (Public Safety and Land and Water Management) to offer a new program responsive to unmet needs in Manitoba’s significant natural resources management sector. The proposed diploma will afford Manitobans with the opportunity to acquire all of the knowledge and skills required in order to be employed as a conservation officer, fisheries and wildlife officer, or as an environmental compliance officer. This will be instrumental in providing the Province of Manitoba with significant efficiencies in public safety training.

Environmental Technician Diploma

This new two-year diploma program provides hands-on training for technical occupations supporting the environment in a variety of industry contexts.

Graduates will gain lab, field, analytical, and communication skills to work in a variety of contexts including environmental and engineering consulting firms, government departments, industrial treatment facilities, firms in other industries such as manufacturing, mining, forestry, and transportation.

Environmental technicians participate in and lead field investigations and inspections, trace chemical, physical, and biological pathways of environmental pollutants, develop energy management plans, develop applications for environmental permits or certification, initiate environmental monitoring and compliance activities, design methodologies for environmental sampling and analysis, implement quality control and quality assurance protocols for testing materials for conformity and compliance, and relate economic, health, political, and social issues to the management of environmental systems in both industrial and municipal applications.

Diploma in Indigenous Resource Management

This new interdisciplinary diploma program will provide a combination of traditional Indigenous resource knowledge and stewardship practices and conventional land resource practices, preparing graduates to work in Indigenous land use planning. This new program builds Assiniboine strengths in Land and Water Management, and upon key consultation and program development undertaken to date with First Nations in Treaty Two Territory. Partnership with Indigenous communities will be a highlight and a key feature of the program.



Indigenization Strategy

Our commitment

Assiniboine College recognizes the unique history of Indigenous peoples and is committed to playing an active role in reconciliation. Indigenous learners and communities are an important consideration in senior-level decision making and organizational planning.

We believe strongly in strengthening our partnerships with First Nations, Métis and Inuit peoples through continued collaboration. Our college has a proud history of working with

Indigenous communities and organizations across the province and this will continue to flourish. By making positive changes to reduce barriers to education and educational supports, we can empower Indigenous students to succeed.

Assiniboine has an important role in helping to reducing the educational attainment and employment gaps that currently exist between Indigenous and non-Indigenous people. Increasing pathways for Indigenous learners will contribute to the success and prosperity of individuals, families, and communities while also addressing labour market demand and Manitoba's economic growth.

With the support of provincial and federal governments, additional education opportunities extend beyond our campuses to training sites both on- and off-reserve.

Assiniboine is privileged to provide learning opportunities on the lands of the Dakota Oyate, Nakoda Oyate, Ininiwak, Nehethowak, Nehiyawak, Anishininewuk, Denesuline, Anishinaabeg, and the National Homeland of the Red River Métis. It is an encouraged practice to acknowledge the history of these lands at formal events, ceremonies, and presentations.

We foster an environment for all students to grow through the sharing of knowledge, perspectives and experiences. As both Indigenous peoples, and Canadians alike, grow to understand the impacts of colonialism and assimilation, we work at renewing relationships as we partner to change in education.

We are a proud signee of College and Institutes Canada's Indigenous Education Protocol for Colleges and Institutes. This document is based on seven principles that reaffirm the importance of Indigenous education and offer guidance on governance structures, student supports, participation rates, and learning environments.

A central piece of our strategic direction is contributing to First Nation, Métis, and Inuit prosperity by having the highest college participation rate in the province.

Currently, 18% of our student body identify as being First Nations, Métis or Inuit.

Education has a central responsibility in reconciliation across Canada. It is the view of Assiniboine College that we move forward together in unity with healthy dialogue, cultural respect, kindness and shared perspectives.





Position Description

Chairperson, Agriculture & Environment

Reporting to the Dean, the Chairperson provides overall direction and development for current and future Academic Programs in the Agriculture and Environment programming area to faculty and students, plays a key role as a member of the School Management Team and oversees applied research within the agri-food sector of the department.

Key Responsibilities

1. Provide overall direction and development for current and future Academic Programs

- Provide academic leadership within the school, shaping the growth and development of assigned programs within the school, in accordance with Assiniboine's Academic Charter and Academic Strategy.
- Represent the college in a positive manner with the public, potential students, potential employers for students, businesses, government officials and agencies, both in-province and out-of-province.
- Work cooperatively within a number of teams throughout the college to achieve the mission and goals of the program, the school and the college.
- Co-ordinate the development of Prior Learning Assessment and Recognition (PLAR) within related program areas.
- Work with faculty and advisory committees to ensure existing program curricula are current and relevant, and learning experiences are exceptional.
- Work with college departments, faculty, industry partners and community leaders, to complete annual program summaries, scheduled program reviews and academic quality assurance audits.
- Conduct regular program meetings and communicate outcomes to the Dean.
- Collaborate with the Dean on researching and developing program proposals, including regular, contract, and continuing studies programming; implement, promote, coordinate, and evaluate new program initiatives.
- Monitor enrolments and collaborate with communications, marketing, and recruitment staff to develop strategies to promote courses and programs.
- Collaborate with the Dean in the establishment, implementation, and maintenance of articulation agreements.
- Establish and maintain active program industry advisory committees.
- Work with foundation and industry partners to extend financial and physical resources.
- Help articulate the academic vision of the School to faculty and staff for effective execution.

2. Provide direction and support to faculty and students.

- Analyse staffing needs with the Dean, and co-ordinate recruitment, retention and selection of faculty in conjunction with Human Resources staff.
- Provide direct supervision to faculty including orientation, performance and professional development plans, mentoring, conflict resolution, team building, promoting best practices, and workload assignment.
- Administer all relevant college and school policies and procedures.
- Ensure faculty are liaising with business and industry for student practicum placements.
- Collaborate with extended proactive advising team (student success advisors, learning strategists, tutors, faculty) to implement the College's student success strategy; provide academic advising related transfer of credit, program requirements, and other academic matters.
- Help lead and develop strategic initiatives related to the recruitment and retention of current and prospective students to the School and the College.

3. Provide overall direction and development for applied research related Agriculture & Environment programs.

- Develop, in consultation with faculty, an annual (short term) and long term applied research strategy.
- Develop funding proposals for applied research activities within the programming area.
- Track and monitor applied research activities within the programming area.
- Lead and assist faculty in the development of funding proposals for applied research activities, equipment, and



facilities within the programming area.

- Coordinate and monitor applied research activities within the programming area.
- Cultivate industry partnerships in support of applied research.
- Ensure that applied research capacity and outcomes are communicated to stakeholders.
- Contribute to the College's broader strategy for applied research.

4. Play a key role as a member of the school management team.

- Work with the Dean to monitor financial statements and other performance data to measure effective, relevant provision of learning resources and other program needs.
- Collaborate with the Dean in budget planning.
- Manage and co-ordinate within budget guidelines to fund operations, meet program needs, increase efficiencies, and reduce variances.
- Meet internal and external reporting requirements of the school or the college.
- Lead and collaborate with faculty and staff on key change management initiatives.

Key Relationships

- Staff positions directly supervised – Faculty & Researchers
- Staff positions indirectly supervised – Administrative Staff

Candidate Profile

Knowledge, Skills and Abilities

Education

- At a minimum, a graduate Degree or equivalent in a relevant field and qualifications commensurate.
- P. Ag. designation is preferred.

Knowledge

- Understanding of the agricultural industry and agriculture in academia. Ideally possesses knowledge of the agricultural sector in Manitoba and the surrounding regions. Additionally, ideally possesses knowledge of areas of knowledge such as horticulture, covered cropping, vertical farming, agricultural technologies, digital agriculture and agribusiness.
- Demonstrated excellence in leading a team in a relevant post-secondary environment or industry, with a solid understanding of program and curriculum development, assessment and evaluation, student advising and group facilitation.
- Practical and theoretical experience and competence in the discipline(s) that comprise the supervised programs.
- Knowledge of contemporary models for and current best practices in adult education.
- Awareness of the day-to-day demands that faculty face and of the strategies and models for assisting faculty in managing these challenges.
- Experience preparing complex written documents; in analysing/interpreting/implementing policies and procedures; in researching, preparing and compiling reports; in oral and written communication.
- Experience in preparing, monitoring, and managing budgets.
- Cultural awareness and respect, and outstanding interpersonal, presentation, influencing and negotiation skills including the ability to develop and promote close and effective work environments and relationships, internally and externally.
- High-level analytical skills with the capacity to evaluate situations, make decisions and consult with others to inform, facilitate, and expedite decision-making.
- Ability to handle challenging situations in a professional manner; to establish and maintain effective working relationships within the college, external agencies, and industry partners.



- Commitment to the values and distinctive profile of Assiniboine College, in particular - professional excellence, ethical practice and personal integrity, diversity, equity, sustainability, and collaborative effort.

Skills & Abilities

- Ability to conceptualize and operationalize processes with the entire organization in mind, develop best practices and procedures to support the growth and efficiency of the organization;
- Strong and clear communicator with the capacity to influence, inspire, and highlight the vision of the college to various faculty stakeholders;
- Strong scientific and research acumen;
- Demonstrated fundraising experience or business acumen;
- Proven relationship building skills within a complex stakeholder environment;
- High level of personal integrity;
- Strong organization, business acumen, financial, and budgeting skills;
- Excellent planning skills and knowledge of current educational issues.
- Demonstrated strong judgment and leadership in both managerial and educational matters;
- Ability to deal with ambiguity and tight deadlines while working effectively in a team environment;
- Innate ability to read and manage perceptions and expectations;
- Ability to work as a team player, adept at working closely with educational leaders in their own milieu;
- High ethical standards to support professional codes of conduct;
- Leadership, management and supervisory experience, as well as the ability to influence;
- Ability to work with all levels of an organization/management;
- Ability to interpret, monitor, and control budgets;
- Ability to read, interpret, and write correspondence (e.g. reports);
- Ability to quickly assimilate into an evolving organizational culture.

Attitude

- Entrepreneurial leader with a strong focus on innovation and excellence;
- Engages in career-long learning while seeking out expertise in colleagues;
- Understands the importance of listening openly;
- Initiate and complete processes that achieve new, unique, or challenging objectives;
- Establish goals and achieve increases in organizational effectiveness;
- Acceptance and comfort with working within both centralized and decentralized organizational structure;
- Welcomes a dynamic and changing environment.





Location

Brandon, Manitoba, Canada

Brandon, Manitoba is an ideal sized Canadian city for many: large enough to afford many of the amenities you would find in a larger centre, but with the pace (and transit time) of a smaller community. Nestled along the Assiniboine River, Brandon is the second largest city (with a population of more than 50,000). This friendly, growing city continues to see the benefits of multiculturalism as individuals and families from across Canada and around the globe have decided to make it their home.

The average selling price of a home in 2022 was \$306,535 (the Canadian average that same year was \$704,000), making this a city where you can afford to buy, set down roots, and make yourself at home.

Brandon offers daily flight service to Calgary on WestJet and is a two-hour drive to Winnipeg Richardson International Airport. It's one of the few small cities across Canada that is home to both a university and college, and it is increasingly becoming a post-secondary destination for both domestic and international students.

Brandon is also home to major employers including Maple Leaf Foods, Behlen Industries, Koch Industries, Pfizer, the Province of Manitoba, and many others. Art lovers will have an opportunity to frequent the Art Gallery of Southwestern Manitoba and The Glen P. Sutherland Gallery of Art. With over 44 km of paved walking/biking paths and hiking trails connecting the community, outdoor enthusiasts will get their fill of sunshine year-round, even in the colder winter months.

Brandon is a fantastic community to raise a family in. There are many activities and attractions year-round including the Royal Manitoba Winter Fair, Summer Fair, Music in the Parks series, and Winter Festival.

For more information about living in or visiting Brandon, visit:

- [Economic Development Brandon](#)
- [Relocation Guide - Economic Development Brandon](#)
- [Brandon Tourism](#)
- [You Belong in Brandon](#)





Additional Information

Assiniboine College is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage women; First Nations, Métis and Inuit; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the College to apply.

If you have any questions about the hiring processes, please contact the team at DHR Global below.

DHR Global Contact Information

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