



## Human Resources Manager – Adventure Guides Team

### About the position

Are you passionate about people, nature and teamwork? Are you looking for a role where human connections happen as much out in the field as in the office?

We are looking for a dynamic Human Resources Manager to support our large family of guides and ensure the growth of our seasonal team.

This key role combines recruitment, human resources management and corporate culture in an environment where collaboration, communication and a spirit of adventure are at the heart of everything we do.

### Main responsibilities

**Recruitment and staffing:** plan, coordinate and carry out the recruitment of guides (posting, interviews, references, onboarding).

**Onboarding and training:** develop and supervise the onboarding process to ensure that each new guide feels well prepared, supported, and aligned with our values and the one of our clients.

**Human relations:** provide attentive listening to guides and team leaders, identify needs, and resolve human or organizational issues.

**Conflict management:** intervene tactfully and professionally in tense situations, promoting mediation and mutual respect.

**Performance follow-up and development:** collaborate with managers to provide constructive feedback and encourage professional growth.

### Required profile

- Significant experience in human resources, team management or coordinating seasonal staff.
- Strong understanding of the guide profession and the realities of fieldwork.
- Excellent communication, listening, and problem-solving skills.
- Ability to manage multiple priorities in a fast-moving environment.
- Human-centered leadership, empathy, and good judgment.
- Bilingualism (French/English) is a strong asset.

### Why join us?

- To be part of a passionate team where every day is different.
- To have a direct impact on our guides' human experience and the quality of our trips.
- To grow in a natural and inspiring environment, surrounded by people who love the outdoors and pushing themselves.

Location: Southwest Calgary (30 minutes by car from downtown)

Want to join the adventure?

Send us your resume and a short letter explaining why you are the ideal person for this role to [rh@windigo.travel](mailto:rh@windigo.travel)

We look forward to meeting you! 🌲