



Human Resources Department Inquiries – ASD-N (April – 2024)

CONTACT	TELEPHONE	INQUIRY
Stewart Stanger Director of Human Resources Email: Stewart.Stanger@nbed.nb.ca	543-5271	District wide: <ul style="list-style-type: none"> • Performance Management • Discipline • Labour/Employee Relations • Collective Agreement Interpretations • Policy 701 Complaints • Respectful Workplace issues
Lori Murdock Manager of Payroll & Benefits Services Payroll & Benefits Email: Lori.Murdock@nbed.nb.ca	778-6314	District wide: <ul style="list-style-type: none"> • Payroll - oversee/unresolved issues • Pension & Benefits – oversee/unresolved issues • Enterprise Resource Planning (ERP) • Recruitment/Staffing/Seniority – NBTF • Reception
Jill Brophy Human Resources Officer Pension & Benefits Email: Jill.Brophy@nbed.nb.ca	251-7103	District wide: <ul style="list-style-type: none"> • Retirements, Pensions & Benefits • Critical Illness • Long Term Disability (LTD) • Waiver of Premiums • CUPE Sick Bank Applications
Tanya Quigley Human Resources Officer Recruitment/Staffing Email: Tanya.Quigley@nbed.nb.ca	778-5344	District wide: <ul style="list-style-type: none"> • Aesop (oversee/unresolved issues) • Staffing/Seniority - CUPE 1253 • Staffing/Seniority - CUPE 2745 • Recruitment/Staffing/Seniority – NBUPPE • Recruitment/Staffing/Seniority – PSAC • Recruitment/Staffing Administrators
Marianne Calhoun Human Resources Officer Onboarding Office of Superintendent Email: Marianne.Calhoun@nbed.nb.ca	684-7632	District wide: <ul style="list-style-type: none"> • Apply to Education (ATE) • Onboarding (Supply Teachers) • Onboarding (Casuals - 2745) • Onboarding (Casuals – 1253) • Orientation (all groups)
Billie-Jo Gauthier Human Resources Officer Occupational Health & Wellness Miramichi Education Centre Email: Billie-Jo.Gauthier@nbed.nb.ca	684-7416	District wide: <ul style="list-style-type: none"> • Attendance – Sick Leave • WorkSafeNB • Duty to Accommodate • Wellness • Employee Family Assistance (EFAP)
Cathy Johnson Human Resources Officer Attendance/Training Dalhousie Education Centre Email: Catherine.Johnson@nbed.nb.ca	789-6586	District wide: <ul style="list-style-type: none"> • Leave Approvals CUPE 2745 • Attendance Concerns CUPE 2745 • Attendance Concerns CUPE 1253 • Attendance Concerns NBUPPE • Clerical Professional Development
Gloria Baisley District Administrative Support III Miramichi Education Centre Email: Gloria.Baisley@nbed.nb.ca	778-6559 778-6090 (fax)	District wide: <ul style="list-style-type: none"> • NBTF Staffing (create advertisements, compile applications) • NBUPPE Staffing (create ads, compile applications, letters) • PSAC Staffing (create ads, compile applications, letters) • CUPE 2745 Staffing (create postings, compile applications, letters) • CUPE 1253 Staffing (create postings, compile applications, letters) • Supply/casual applications • Arrange supply/casual interviews