Athletics Equity, Diversity and Inclusion (EDI) Officer

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Athletics Equity, Diversity and Inclusion (EDI) Officer

Department of Athletics
Temporary part-time from September 13, 2021 to September 12, 2022
(Less than 24 hours a week)
Hiring #: 2021-0427

Please read the Application Instructions [1] before applying

Consistently ranked as one of the best comprehensive universities in Canada, the University of Guelph and the Department of Athletics & Recreation (“Athletics”) is committed to fostering an inclusive learning, training, and working environment where all students, athletes, volunteers, staff, patrons, and community members experience an authentic sense of belonging. In Winter 2021, Athletics created an Equity, Diversity, and Inclusion (EDI) Advisory Council with the Office of Diversity & Human Rights (DHR), aimed at creating and fostering a strong culture of inclusion and sense of belonging for all students, athletes, staff, volunteers, patrons, and community members. The Council is focused on assessing Athletics’ policies, procedures, processes, activities, and department culture and setting a proactive agenda to embed equity, inclusion, diversity, anti-racism, and anti-oppression into the Department’s ongoing operations. Athletics has also engaged in education and training sessions with DHR and has worked alongside Human Resources to identify and address barriers in hiring practices and recruitment.

Reporting to the Director of Athletics, the Equity, Diversity and Inclusion Officer in the Department of Athletics will have a leadership role in supporting the Department’s EDI Initiatives including sitting as a member of, supporting and implementing the work of the EDI Advisory Committee. Furthermore, the incumbent will evaluate the department’s EDI strategy and work around its core objectives. The EDI Officer will also support the many working groups from the EDI Advisory Committee working closely and supporting them in executing the Committee’s visioning work and create a plan for working groups with established milestones and deliverables. The individual will ensure consistency of the University’s and Department’s EDI strategy to ensure alignment as well as consistency with current programs, services and initiatives. In realization of these expectations, the incumbent will be required to work collaboratively across Student Affairs departments, DHR and with stakeholders and teams across the Department of Athletics.

The incumbent will identify best practices, establish and maintain EDI standards, develop benchmarks and metrics to inform and measure progress, and represent Athletics on various EDI related university committees and initiatives.

The incumbent will also develop and support staff in the execution of EDI programming and initiatives, provide advice to students and student organizations in the execution of inclusion programming, work with DHR to plan and coordinate dedicated EDI programs and events for Athletics, and participate in OUA and USports anti-racism activities and programs.

The incumbent will oversee the logistics of EDI training for student staff, athletes, coaches, volunteers, and full-time staff, establish a training schedule, and coordinate facilitation with campus partners such as DHR, Learning & Development, and Student Experience.

To be considered for this position, candidates must have:

- An Undergraduate Degree in a related field, along with at least two (2) years of related experience.
equivalent combination of related education and experience may be considered.

- Experience working in a role that involves EDI as a responsibility;
- Excellent leadership skills;
- Strong organizational skills;
- Student centered philosophy;
- Works well within a dynamic and demanding environment;
- Strong computer skills including proficiency with Microsoft Office Applications;
- Strong communication, listening, problem solving and conflict resolution skills;
- Ability to work independently and as a team member to effectively meet established deadlines.

This appointment is regularly performed on-campus but will be initially fulfilled remotely (off-campus) until the University resumes its regular operations.

Classification P03
Normal Hiring Range $32.67 - $40.84 per hour

At the University of Guelph, fostering a culture of inclusion [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2021 08 30
Closing Date: 2021 09 13


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[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply
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