Access to the Resources (https://www.uoguelph.ca/hr) and Equity Officer

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Forbes Ranks U of G Among Canada's Top Employers
Professional and Managerial Group

Accessibility and Equity Officer
Office of Diversity & Human Rights

Temporary full-time from November 2021 to November 14, 2023
Hiring #: 2021-0604

Please read the Application Instructions [1] before applying

The Accessibility Officer is primarily responsible for ensuring that equity is achieved throughout the University especially when it comes to accessibility for people with disabilities. As part of this role, the officer will monitor, develop and submit the University's response to the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) Compliance Report to the government. They will apply methods and processes that will ensure adherence to all of the five AODA Standards (Customer Service, Information and Communication, Transportation and Design of public spaces). The officer will also provide leadership in achieving and maintaining a state of accessibility compliance and ensuring that there is a sustained collective effort to meet and maintain legislative requirements throughout the university including Ridgetown campus and Guelph Humber.

The University of Guelph’s Accessibility Officer will develop, maintain, and enhance accessible services, infrastructures, information platforms, and employment practices throughout the institution. They will be responsible for developing AODA required updates and multi-year plans. The officer will also affirm our ongoing commitment and demonstrate our compliance to the AODA Integrated Accessibility Standards Regulation (IASR) and will ensure that there is training, education and support for the campus community.

The Officer will work with the Accessibility Steering Committee and various working groups to provide leadership in achieving and maintaining a state of compliance in all AODA standards and governance. They will provide mentoring, training and oversight, serving as the campus accessibility resource expert on accessible word documents and websites. This individual will also report, audit, support and coordinate the various accessibility initiatives on campus.

As part of their Equity responsibilities, the incumbent will manage the University of Guelph’s Employment Equity Program and broader self-identification data collection program for students, faculty, and staff. This includes the coordination of ATQ data and the collection of census data as required under the Federal Contractors program (FCP), and the university’s Anti-Racism Action Plan. The Officer will also oversee the collection of self-ID data, developing climate surveys and identifying gaps in hiring, enrollment and representation at the U of G for various equity-seeking groups. They will coordinate, develop, maintain, and upgrade the Equity Data Warehouse and all database systems with extreme confidentiality. This work will involve working closely with Human Rights Advisor, CCS, Human Resources, and Institutional Research and Planning to ensure the University’s database development and testing proceed within a framework of equity.

- Knowledgeable of provincial accessibility legislation and campus standards;
- Expertise that spans a wide range of professional skills including training, project planning and execution, problem analysis, application and web development, inclusive design, best practice design principles, user-centered design methodology.
- Strong familiarity with W3C Accessibility.
- Experience with web development, deployment and site maintenance utilizing many of the following technologies: PHP, HTML, JavaScript, CSS, and Drupal.
- Strong project management and customer liaison skills.
- High level of initiative, excellent organizational abilities, superior oral and written communication skills and
excellent interpersonal skills are all a must.

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

Classification               P04
Professional/Managerial Salary Bands [2]

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 11 10
Closing Date: 2021 12 01 (extended)


Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/accessibility-and-equity-officer

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