

Position Profile

National Director, Diversity, Equity and Inclusion & Indigenous Collaboration

Posting Date: February 16, 2022

Application Date: March 9, 2022

Location: Position is located in UWCC's national office in Ottawa, with opportunity for hybrid work model (remote work may be possible)

Compensation Range: \$100,000 – \$120,000

Reports to: Vice-President, Community Initiatives

Language Requirement: Bilingualism – Asset

How to Apply: careers@unitedway.ca

Are you passionate about helping organizations create inclusive environments? Are you an experienced relationship builder and champion of change that is energized by supporting staff and volunteers committed to equity, inclusion and reconciliation? If so, this new position at United Way Centraide Canada (UWCC) may be for you.

Over the past 2 years our communities have experienced a global health, social and economic crisis playing out in local communities across Canada. An enduring lesson from this Pandemic is the need for community organizations to place inclusion and reconciliation at the forefront of their work and leadership.

About the Position

This position is responsible for leading the implementation of UWCC's Diversity, Equity and Inclusion & Indigenous Collaboration (DEI & IC) Strategy to promote and sustain strong organization-wide engagement.

This position is responsible for leading, supporting, advising, and mobilizing action plans related to UWCC's DEI & IC strategy. This position will create and deliver workplans, provide progress reports and identify communication opportunities supporting implementation of the strategy.

UWCC's DEI & IC strategy is designed around three goals: building inclusive leadership; continuous learning; and ensuring the work of United Way Centraide is rooted in equity.

Key Responsibilities

- Stewardship and program management of the UWCC's DEI & IC strategy;
- Development and coordination of UWCC's Diversity Council;
- Development of capacity building programs and partnerships to build staff and volunteer competencies, including use of UWCC's Diversity Equity and Inclusion Toolkit;
- Act as an advisor and coach to United Ways and Centraides seeking to advance their commitment to DEI & IC;
- Work in close collaboration with United Way Worldwide to support learning and effective practice across the United Way movement;

- Work in collaboration with indigenous leaders across the UWC network to support relationship building, peer support and exchange of emerging practice; and
- Help UWCC build and maintain relationships with other organizations committed to diversity equity and inclusion.

Candidate Profile

This position requires someone who is a champion of inclusion, equity and reconciliation. They are experienced in leading and supporting organizational change. They are a capable facilitator, collaborative, adaptive and patient. The successful candidate will possess:

- Post-secondary education in a related field (Indigenous Studies, Human Rights, Equity Studies, Social Sciences, Humanities, Business or Public Administration) or a combination of education, training and experience will be considered;
- Minimum 8-10 years' management experience;
- Minimum 3-5 years' professional work experience in workplace diversity, equity, inclusion and culture;
- Demonstrated experience managing organizational change across large systems;
- Experience leading diversity, inclusion and reconciliation initiatives and leading the implementation of strategies;
- Proven track record handling difficult conversations, strong mediation skills with the ability to influence and engage others;
- Comprehensive knowledge of, lived or working experience in Indigenous communities, governance, culture and priorities with a familiarity of Indigenous partners and organizations to continuously represent Indigenous views and needs;
- Demonstrated understanding of racism and intersectionality, systemic barriers and inequalities, a deep commitment for driving diversity, equity and inclusion for all equity-seeking groups;
- Demonstrable competency in project management and the ability to define project plans and find workable solutions for dealing with an array of priority initiatives;
- Strong program design and development skills;
- Excellent verbal and written communication, presentation and facilitation skills;
- Excellent teamwork, interpersonal and constituent service skills including the ability to work respectfully and inclusively with a diverse population and multiple stakeholders;
- Knowledge of the UWC network and ways of working an asset; and
- Bilingualism in both official languages an asset.

About United Way Centraide Canada

United Way Centraide (UWC) is Canada's leading network of local community builders empowering people to make lasting social change in their community. With a presence across Canada, serving over 5000 communities, our federated network of local United Ways and Centraides tackle the important social issues of poverty and social exclusion in their communities. Our vision is that everyone in every community has the opportunity to reach their full potential. United Way Centraide Canada (UWCC) is the national office that provides leadership and services to UWC members across the country.

UWCC is committed to being a great employer. We provide a caring and engaging work environment and strive to challenge and develop each staff member's potential.

We offer:

- Generous paid vacation
- Paid break between Christmas and New Year
- Other paid leave options, including parental and volunteer leave
- Summer hours
- Registered Retirement Savings Plan, with matching contributions
- Medical and dental benefits for you and your family
- Sick leave and disability insurance
- Life insurance

United Way Centraide Canada is an equal opportunity employer, and we encourage qualified candidates from diverse backgrounds to apply to join our team. For those with disabilities, reasonable accommodations can be made at any stage of the interview process upon request.

For more information, check us out online at <https://www.unitedway.ca/>