



EXTERNAL JOB POSTING

Date:	April 1st, 2021
Position:	Equity, Diversity and Inclusion Specialist
Department:	Human Resources
Status:	Regular full-time
Salary:	Range of \$110,000 to \$120,000 annually
Start:	upon selection
Responsible to:	Director of Human Resources and Strategic Initiatives

To support employment equity at HSA that reflects the diversity of the HSA membership and of our province, women, visible minorities, workers of colour, Indigenous Peoples, persons with disabilities, persons of diverse sexual orientation, gender identity or expression (LGBTQI2S+), are encouraged to apply for positions with the HSA.

Position Summary:

Under the general direction of the Executive Staff team, the primary function of the EDI Specialist will be to develop, implement and maintain an equity, diversity and inclusion strategy for the HSA. Key components of this role will include

- understanding the current HSA workforce demographics
- identifying and addressing systemic barriers. (Systemic or discriminatory barriers are often unintentional and can be the result of policies, practices, or biases)
- promoting a culture of inclusion

Duties and Responsibilities:

- Engage and work collaboratively with HSA's leadership team and membership to develop a long-term EDI plan.
- Develop and lead a workforce demographic survey to understand the diversity of HSA's workforce.
- Develop and lead a review of current policies, practices, and programs to identify and address any systemic or discriminatory barriers embedded within the organizational structure.
- Develop and lead education sessions for HSA staff to build understanding of equity, diversity, and inclusion
- Work collaboratively with HSA Education department to integrate cultural competency, equity and diversity into the work of the department



Qualifications and Requirements

The ideal candidate will have a commitment to trade union principles and a passion for equity, diversity, and inclusion. The successful candidate will have a combination of relevant education and demonstrated experience in organizational change, specifically:

- relevant post secondary education that includes a component of diversity and inclusion education or training
- demonstrated success in developing and implementing successful organizational change strategies
- strong understanding of Privacy and Human Rights legislation and requirements
- understanding of decolonization and indigenization concepts
- working knowledge of the duty to accommodate and employment equity best practices
- proven ability to build strong relationships and work collaboratively with staff at all levels within the organization.
- ability to effectively write reports
- strong analytical, problem-solving, and communication skills
- Demonstrated advocacy and problem-solving skills
- strong research skills,
- superlative critical thinking ability,
- affinity to and comfort with being innovative and creative
- excellent computer skills
- High attention to detail

Preferred qualifications:

- demonstrated success in conducting workplace composition surveys
- demonstrated success in developing and implementing a successful EDI strategy

Closing Date:
Friday, April 23rd, 2021

Please forward applications
which includes a cover letter & resume by e-mail:

To: Josef Rieder
Director of Human Resources
Health Sciences Association
via e-mail at: jrieder@hsabc.org