



JOB POSTING

Date: November 9, 2020

Competition: #20-49

SENIOR MANAGER, LEARNING SUPPORT AND DISABILITY RESOURCES

We invite applications for the position of Senior Manager, Learning Support and Disability Resources, Student Affairs. This is a full-time, term position commencing January, 2021 to February, 2022, reporting to the Director, Student Affairs & Registrar. This position is based at our New Westminster, BC campus.

Justice Institute of British Columbia:

Justice Institute of British Columbia (JIBC) is Canada's leading public safety educator with a mission to develop dynamic justice and public safety professionals through its exceptional applied education, training and research. JIBC offers internationally recognized education that leads to certificates, diplomas, bachelor's degrees and graduate certificates; exceptional continuing education for work and career-related learning and development; and customized contract training to government agencies and private organizations worldwide. Each year, over 36,000 students study at one of JIBC's six campuses in B.C., through online education, and at locations in more than 150 BC communities, as well as sites across Canada and around the world. Our education contributes to safer communities and a more just society by providing professionals with the knowledge, skills and abilities to excel at every stage of their careers and make a difference every day.

Position Profile:

Are you curious, service-oriented, and passionate about post-secondary education and public safety? If you are, this position may be a great fit for you. Working with other members of the Student Affairs team, you will be responsible for providing career, educational and learning support, including curriculum development, for students of JIBC. You will also develop and maintain a comprehensive external referral network for those students requiring counselling services.

You will oversee the accommodation of students with disabilities and special learning needs including assessment of documentation and development of appropriate learning-related accommodations and service requirements. As the Manager, you will work with other divisions, including Academic Services, to build capacity throughout the JIBC for identifying and responding to students with learning support needs, with the goal of greater retention and success of JIBC students. You will provide leadership, direction and guidance to those who support students, and will provide further education, including professional development, specifically for coordinators and instructional staff on topics related to student need and student success.

Qualifications & Requirements:

Academic:

- University degree at a Masters level preferred, in a relevant field (Education, Educational Psychology, related field)

Knowledge, Skills and Experience:

- Five years' experience in an educational setting, with experience counselling young adults and mature students;
- Experience responding to students with learning challenges and with students requiring disability accommodations;
- Experience in developing and delivering workshops to faculty and staff;
- Experience in producing support materials for students, staff, and faculty;
- Experience dealing with international and indigenous students preferred.

Additional Information:

This **full-time term** position includes a competitive compensation package including:

- 20 days' vacation and 10 personal days per annum (pro-rated in first year of hire)
- Defined benefit pension - College Pension Plan
- Competitive benefits plan, including extended health and dental (effective 1st of the month following 3 months' employment)

Please visit our website at <https://www.jibc.ca/about-us/working-jibc> for a more detailed job posting.

Salary Range: Up to \$100,196 per annum (Fair Comparison Grid 11)

Posting Date: November 9, 2020

Closing Date: November 30, 2020

Start Date: January 2021

End Date: February 2022

Please submit a resume/CV, cover letter and *copies of academic / professional credentials*, quoting Competition #20-49 via email to Human Resources at hr@jibc.ca

For more information about this position, please contact:

Mary DeMarinis, Director, Student Affairs & Registrar. mdemarinis@jibc.ca

Justice Institute of British Columbia is an equal opportunity employer and is interested in broadening the diversity of its staff. We encourage applications from visible minorities, Indigenous peoples and persons with disabilities.