



Date: January 16, 2023

Competition: # 23-02

APPLICATIONS ARE INVITED FOR THE FOLLOWING:

ADVANCED SPECIALTY CERTIFICATE IN COMMUNITY CARE LICENSING – ONLINE SESSIONAL INSTRUCTOR

Position: Sessional Faculty – Investigations in Community Care Facility Licensing – Advanced Specialty Certificate in Community Care Licensing Program (CCLO)

Location: Online

Division: Health Sciences Division, School of Health, Community & Social Justice

Reporting To: Program Manager, Centre for Continuing Professional Health Education

Justice Institute of British Columbia:

The Justice Institute of British Columbia (JIBC) is a public, post-secondary institution that provides education and training to those who'll be there to support British Columbians and others around the world, when a life is at stake or when health, safety or property is in jeopardy. Work for JIBC and be a part of the big picture – supporting justice and public safety professionals at all stages of their careers in fields including law enforcement, firefighting, paramedicine, security and emergency management.

As a JIBC employee you'll play a role in our educational programming, which also includes complementary and related areas of study – from conflict resolution, mediation, leadership and counselling, to cybersecurity, business intelligence, and tactical criminal analysis – as well as applied research in the justice and public safety fields. Join our team and help us prepare JIBC graduates to contribute to safer communities and a more just society.

Health Sciences Division (HSD):

HSD trains first responders, emergency medical responders and paramedics, and regulatory practitioners in Canada and internationally. The Centre for Professional Health Education provides professional development and continuing education programs and courses.

Advanced Specialty Certificate in Community Care Licensing (CCLO)

The online CCLO program provides current and future Community Care Licensing Officers with the specialized knowledge, skills, and abilities needed to carry out the statutory duties delegated to them by a Health Authority's Medical Health Officer.

Position Summary:

Central to the success of the JIBC's vision of being a world leader in justice and public safety education are our instructional faculty. Experiential and applied learning can only occur if our faculty possess the practical and expert knowledge of field practitioners. In addition, they must also have and exhibit a firm understanding of teaching, learning, and adult education. JIBC faculty are the critical human component in ensuring JIBC learners experience a rich and meaningful education.

In support of the Advanced Specialty Certificate in Community Care Licensing Program (CCLO) Justice Institute of British Columbia, Health Sciences Division invites applications for a part-time sessional faculty position to facilitate one section of CCLO-3407 Investigations in the summer 2023 term commencing May 1, 2023 (asynchronous online). CCLO-3408 runs for 12 weeks and is usually scheduled in the same semester each year. The course is already fully developed, the instructor's role will be to facilitate the course and support student learning. There are no scheduled in-person or virtual class meetings in this course, **however the successful applicant must be able to perform the work online within British Columbia (BC).**

We intend to fill one position from this posting through a selection process that will include the submission and review of an application package (as outlined below), meeting via video conference for an interview with program staff, and checking of provided references. The successful candidate may be considered for future opportunities teaching and developing curriculum in the CCLO program.

CCLO-3407 Investigations – Course Description

Conducting investigations on behalf of the Medical Health Officer is an important statutory duty of Community Care Licensing Officers. This course will give the learner the knowledge and skills required to conduct a fair and objective investigation. The investigative process is explored; from collection of the facts through to analysis and documentation. Interview strategies, such as questioning techniques and body-language will be examined. In addition, learners will develop an Investigative Plan.

Online Sessional Faculty - Primary Responsibilities:

- Working with program staff and instructional designers to review and update course content prior to delivery, including updating syllabus, assignment deadlines in Blackboard, checking external reading/media links, minor content updates, setting up groups and discussion threads, etc.;
- Delivering course content in following the course outline and learning outcomes;
- Establishing an online classroom community that is supportive to learning;
- Writing an announcement each week to let learners know about course activities and upcoming deadlines;
- Responding to learner emails and answering questions related to course content and assignments within 48 hours, ideally within 12-24 hours;
- Monitoring and offering feedback on discussion boards and learner progress and addressing performance and participation problems throughout the semester;
- Facilitating learning by fostering interaction between learners and the instructor and learners and other learners;
- Encouraging discussion, critical and reflective thinking, and helping learners make connections between theory and practice;
- Providing effective and timely feedback on course activities, marking/grading of assignments, and maintaining Blackboard Grade Center (as appropriate);
- Being available to connect with learners by phone or online chat up to one hour per week (office hours and by appointment);
- Compliance with all relevant JIBC policies, procedures, and guidelines related to instruction as outlined in JIBC's Teaching Faculty Handbook.

Qualifications & Requirements:

- Bachelor's degree in a related discipline, Master's degree preferred;
- Experience conducting investigations in regulatory practice, community care, or public health fields;
- Two years of documented teaching experience online teaching/facilitation experience preferred.
- Completion of a post-secondary credential in adult learning and teaching and/or online course facilitation preferred;
- Effective written and oral communication skills;
- Excellent interpersonal skills;
- Ability to work cooperatively with diverse training and development teams;
- Ability to maintain effective working relationships with learners, program managers, sessional faculty, and program support staff;
- Excellent organizational and problem-solving skills with a proven ability to work under pressure while satisfying learner requests and applying relevant program and institutional policies, procedures, and guidelines;
- Demonstrated proficiency at the intermediate level in Blackboard and Collaborate (or other similar learning management and video/audio conferencing applications), Microsoft Office applications, and web browser applications.

Posting Date: January 16, 2023

Closing Date: February 5, 2023

Start Date: Term start May 1, 2023 (review of course materials required prior to course start date)

Please submit an application package, which includes a *resume*, *covering letter*, *copies of academic and professional credentials*, and *names and contact information for three professional references* quoting Competition # 23-02 via email to: hr@jibc.ca.

For more information about this position, please feel free to contact: Ben Coulas, Program Manager, Health Sciences Division, bcoulas@jibc.ca.

Justice Institute of British Columbia believes in creating accessible programming, workplaces and spaces that reflect the community we serve. Our desire is to continue to build an inclusive culture that encourages, supports, and celebrates the diverse voices of our employees and students and where everyone feels empowered to share their experiences and ideas.

We encourage applications from members of groups that have been marginalized on any grounds named under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or a person of Indigenous ancestry.



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