



Date: February 10, 2023

Competition: #23-13

APPLICATIONS ARE INVITED FOR THE FOLLOWING:

ADVANCED SPECIALTY CERTIFICATE IN COMMUNITY CARE LICENSING – SESSIONAL INSTRUCTOR

Position: Sessional Faculty – Subject Matter Expert/Curriculum Developer – Regulatory Practice and Community Care Facility Licensing – Advanced Specialty Certificate in Community Care Licensing Program (CCLO)

Location: Remote

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

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

We respectfully acknowledge New Westminster campus is located on the unceded Traditional Territories of the qiqéyt (Qayqayt), x^wməθk^wəyəm (Musqueam) and Coast Salish Peoples.

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. JIBC is focused on upholding its obligation to Truth and Reconciliation through Indigenization and its strategic direction for Living Indigenous Ways of Thinking, Being, Relating, and Doing. 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.

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:

This posting is for one (1) Sessional Faculty position to be the Community Care Licensing – Subject Matter Expert/Curriculum Developer for the initial program review and update. We anticipate that the individual hired for this position will continue in this role for the following individual course reviews and updates. Time requirements for the initial stage of the project will be between 20-40 hours spread over two months. After the

initial stage is complete the course reviews and updates will be between 30-60 hours spread over two months. Individual assignment agreements that specify the work to be completed, deliverables, and timelines for the initial project required and course updates we will offered to the successful candidate for this posting.

The project will involve virtual team meetings scheduled between 8:30 and 4:30 Monday to Friday and off-line remote work to complete assigned tasks. It is anticipated that some working meetings will be half or full days and will be scheduled in advance. Applicants should ensure that they can be available to meet at these times before applying to the position.

We intend to fill one (1) 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.

Sessional Faculty – Subject Matter Expert/Curriculum Developer – Regulatory Practice and Community Care Facility Licensing Specialist

Primary Responsibilities:

- Initial stage (Course template development)
 - Support the review and update of program learning outcomes,
 - Support the development of a course syllabus template that includes classroom policies for assessment and rubrics for course activities,
 - Support the development of strategy to increase course focus on project goals (writing, cultural competence, etc.)
 - Support the development of strategy to increase course focus on cultural sensitivity, Reconciliation, and Indigenous ways of thinking, being, relating, and doing
 - Support the development of a Blackboard course template
 - Other tasks as assigned
- Course review and update stages (Individual course updates will be scheduled by the program area based on budget and timeline for project completion)
 - Review individual courses and update course modules, activities, and assessments to:
 - Increase focus on business, academic, and report writing
 - Address changes in the relevant act, regulations, and procedures relevant to community care licensing
 - Use procedures and documents from various BC health authorities
 - Support student learning of cultural safety, Truth and Reconciliation, and Indigenous ways of thinking, being, relating, and doing
 - Collaborate with project team members to implement changes, develop course content, and prepare course materials for final review
 - Review course materials when they are updated in the learning management system
 - Other tasks as assigned

Qualifications:

- Master's degree in a related discipline (regulatory practice, education, public policy, etc.)
- Minimum five years online teaching/facilitation and curriculum development experience
- Minimum five years regulatory practice, community care, or public health field work experience
- Completion of a post-secondary credential in adult learning and teaching and/or online course facilitation preferred
- High-level understanding the relevant act, regulations, policies and procedures related to community care facility licensing
- High-level understanding of adult learning principles and developing curriculum in asynchronous online courses

- Understanding of Truth and Reconciliation, decolonization, Indigenization, cultural safety, and humility and how these concepts can apply to regulatory practice and online education
 - Experience developing course rubrics, syllabi, content, assignments, discussions, case studies and assessment activities for asynchronous online courses
 - Experience with academic writing, professional communication, and report writing
 - Experience with project management preferred
 - Ability to work cooperatively with diverse teams
 - The ability to maintain effective working relationships program managers, JIBC staff, sessional faculty, and program support staff
 - Proficiency in the Blackboard learning management system, Microsoft Office applications, and web browser applications.
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Posting Date: February 10, 2023

Closing Date: February 28, 2023

Start Date: March 15, 2023

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 # 23-13 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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