



**Diversity, Equity, and Inclusion Officer
Community Services/Social Services
File #21-T-26**

Job Details

The Diversity, Equity, and Inclusion (DEI) Officer is responsible for providing the vision, direction, and leadership through the creation and implementation of diversity, equity, and inclusion plans across the Greater Peterborough Area. This will include creating a DEI Action Plan and Community Safety and Well-being Plan. By ensuring alignment across various divisions and jurisdictions, addressing racism, discrimination, and the prevention, identification, and removal of barriers to access in opportunity, the Officer will create clear accountabilities, strengthening the ability to serve diverse communities.

The Officer provides expert advice and guidance, drawing on their extensive understanding of the dynamics of discrimination, cultural diversity, and current issues in the field of equity and inclusivity. To cultivate a supportive and inclusive work environment for all employees, the Officer acts as a regulator for diversity and inclusion issues and will work with Human Resources to ensure legislative compliance and employment law regulations are followed and implementing best practices to support an inclusive work environment.

Building strong partnerships and collaborate relationships with local leaders, staff, stakeholders, organizations, businesses, community members, and residents to advance common priorities and access to services is core to the role.

Qualifications

Requires an individual who has an Honours degree in social sciences, health, public administration, or a related field. A minimum of 5 years progressive work experience developing, managing, and implementing diversity, equity, and inclusion strategies and programs or equivalent, preferably in the public sector. Proven project management, development, implementation, evaluation, and performance measurement abilities. Effective and inclusive community development, capacity building, communications, public engagement, facilitation, and presentation skills. Ability to interpret legislation and have a strong understanding of the Ontarians with Disabilities Act, Accessibility for Ontarians with Disabilities Act, Ontario's Human Rights Code, Canadian Charter of Rights and Freedoms, and related legislation. A comprehensive understanding and knowledge of race and racism, anti-oppression, anti-racism, anti-discrimination and social movements and their associated impacts. Demonstrated understanding of racism and intersectionality, namely how racism intersects with other identities including gender identity, sex, religion, sexual orientation, ability/disability, family status, etc.

Strong verbal, written, interpersonal, communication, and computer skills are essential, with the ability to handle sensitive, emotional, or political issues with tact and good judgement. Experience researching, developing, and implementing plans that collect, analyze, and validate quantitative and qualitative data/reports from various sources. Demonstrated background in policy and procedure development, developing training,

facilitating committees, and writing reports. Advanced computer skills and abilities in data management utilizing Office software such as Excel, Project, PowerPoint, Office, Teams, and Word. Ability to work independently under pressure, in an environment of rapid change and multiple priorities while meeting deadlines and budget limitations.

Salary

\$86,674 - \$94,740

Application Information

Qualified applicants are invited to submit **one file** containing a résumé and cover letter (the title of the attachment should include your name), quoting file number **21-T-26**, no later than 12:00 p.m. on **Friday, March 5, 2021** to: hr@peterborough.ca

The City of Peterborough is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the City's goods, services and facilities. If contacted for an employment opportunity, please advise Human Resources if you require an accommodation.

The personal information submitted for employment is collected under the Freedom of Information and Protection of Privacy Act and will be used to determine eligibility for employment. We thank you for your application but advise that only those selected for an interview will be contacted.

www.peterborough.ca/jobs