

<b>DEPARTMENT:</b>	Human Resources	<b>STATUS:</b>	Regular, Full-time
<b>NO. OF POSITIONS:</b>	One	<b>UNION:</b>	Exempt
<b>HOURS OF WORK:</b>	37.5 hours per week	<b>SALARY:</b>	\$129,884 to \$143,229 annually + comprehensive benefits package

Are you passionate about driving diversity, equity, inclusion, and anti-racism (DEIAR) initiatives? Do you thrive in dynamic environments where your efforts shape the future of an organization and community? We seek a visionary professional to lead our strategic DEIAR efforts. If you are committed to making an impact, this role is for you.

#### KEY RESPONSIBILITIES:

##### Strategic Leadership and Oversight

- Provide expert advice and subject matter expertise.
- Oversee strategic planning and execution of the City's DEIAR framework.
- Guide senior leadership, Council, and staff in fulfilling DEIAR commitments and promoting inclusive leadership.

##### Collaborative Partnership Development

- Build and nurture internal and external partnerships to advance DEIAR initiatives.
- Collaborate with City departments to align goals and strategies with DEIAR objectives.
- Work with the Indigenous Relations Division to advocate for and support Indigenous-specific anti-racism efforts.

##### Cultural Transformation and Innovation

- Drive organizational culture change with innovative DEIAR practices.
- Lead initiatives that challenge traditional norms and promote inclusive environments.
- Ensure accountability for DEIAR commitments and drive continuous improvement.

##### Capacity Building and Education

- Design and deliver DEIAR training, workshops, and educational sessions.
- Promote the adoption of inclusive leadership and DEIAR principles across the City.
- Serve as a resource for City leadership and staff.

##### Research, Evaluation, and Policy Development

- Provide research, policy development, and project management support for DEIAR efforts.
- Analyze data and metrics to monitor progress and recommend improvements.
- Prepare reports and presentations for Council, senior management, and partners.

##### Community Engagement and Advocacy

- Provide advice for community engagement efforts, including public meetings and workshops.
- Foster connections with other municipalities and community organizations.

##### Ad-hoc Projects and Responsibilities

- Undertake additional tasks to support DEIAR initiatives and organizational goals.

#### WHAT YOU BRING:

##### Education and Experience

- University degree in business administration, diversity studies, social sciences, adult learning, or a related discipline, with considerable experience in DEIAR initiatives and progressive managerial roles.
- Equivalent combinations of relevant education and experience may be considered.

### Knowledge and Skills

- Strong understanding of racism, anti-oppressive approaches, systemic and organizational biases, and principles of equity, diversity, and inclusion.
- Experience in developing and implementing DEIAR initiatives, with measurable key performance indicators.
- Proven ability to drive organizational change and implement transformative initiatives.
- Skills in political acuity, negotiation, facilitation, relationship building, conflict resolution, and public engagement.
- Advanced research, analysis, and presentation skills.
- Proficiency in navigating controversial and sensitive topics with a growth mindset.
- Understanding of Trauma-Informed leadership practices.
- Experience in collaborative partnership approaches and governance.
- Strong understanding of Human Rights Legislation.
- Experience in executive leadership and coaching.
- Project management skills, including managing major research and report writing.
- Knowledge of municipal budgets and financial record maintenance.
- Experience supervising staff and consultants is considered an asset.

### WHAT WE OFFER:

- **Work-life balance** – 37.5 hour work week including a hybrid of remote and in-office days, vacation, secondary leave, and an optional compressed day off program
- **Health and wellness** – comprehensive benefits, plus other wellness-focused programs and benefits such as public transit subsidy, access to secured bike parking and subsidized recreational facility programs. At City Hall, there is access to an employee fitness centre and full-service cafeteria
- **Retirement benefits** – including municipal pension plan
- **Career development** – ongoing learning, leadership development, and education development program

Join us and be at the forefront of driving policy and fostering strategic relationships that make a real difference in our community. Apply today to become an integral part of our team!

Apply online with your resume and cover letter in one document at  
[www.newwestcity.ca/employment](http://www.newwestcity.ca/employment) by January 31, 2025.

*To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.*

*New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples.  
It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.  
We are learning and building relationships with the people whose lands we are on.*

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.  
This position is only open to those legally entitled to work in Canada.*