

## Job Title: Manager, Reconciliation, Equity, Accessibility and Inclusion-A9966

File Number:	3324	Employee Group:	Mgmt Non Union
Service Area:	City Manager's Office	Division:	Anti-Racism and Anti-Oppression
Job Type:	Full-Time Permanent	# of Openings:	1

### Summary of Duties:

Reporting to the Director, Strategic Communications and Anti-Racism and Anti-Oppression, the Manager, Reconciliation, Equity, Accessibility, and Inclusion plays a key leadership role shaping and implementing an overarching vision and strategy to position the City of London as a diverse, equitable, and inclusive organization and community. This position works collaboratively within the community and across the organization to establish a shared understanding and values to combat and interrupt inequities, discrimination, racism and oppression, specific to equity-denied individuals and communities, including Black people, Indigenous people and other racialized peoples, persons with disabilities, members of the 2SLGBTQIA+ communities, and women.

### Work Performed:

- Support the design, development and implementation of enterprise-wide strategies and actions to position the City as a diverse, equitable and inclusive organization.
- Act as a subject matter expert to advise management on strategies, approaches and plans for diversity, equity and inclusion.
- Manage employees, including hiring, coaching, administration, employee development and performance.
- Collaborate with leaders across the Corporation to embed the principles of equity and inclusion from design to implementation of corporate policies, programs, plans, services, and budget decisions.
- Provide leadership, expertise and support in the design, development and implementation of an enterprise-wide strategy and framework that will include program, policy, training, and strategic communication initiatives.
- Lead organizational transformation initiatives to support a culture of equity, diversity, anti-racism and inclusion in the workplace.
- Oversee the application of the Anti-Racism and Anti-Oppression Framework and Equity Tool to consider the impact of the City's work on equity deserving groups and ensure an intentional identification and removal of barriers to inclusion.
- In collaboration with City Service Areas, develop outcomes, metrics, and goals that ensure accountability towards equitable delivery of City services.
- Intentionally builds relational trust to drive strategic partnerships and develop working relationships with key partners, communities and community groups within and outside the Corporation.
- Manage the development, budgets, and strategic services of business contracts, contracted service agreements with key community agencies, other sector lead individuals and organizations.
- Leverage strong leadership skills to guide the service delivery philosophy, program delivery culture, and service system outcome measures.
- Demonstrate commitment to anti-racism, anti-oppression, and human rights through interactions with community partners, employees and individuals and implementation of policies, programs and protocols that reflect this commitment.
- Encourage and support employee participation and commitment to divisional and organizational objectives.
- Actively mentor, provide development opportunities and build team performance with direct reports.
- Build and support employee commitment to a high level of performance in all areas of customer service, employee safety and delivery of individual goals and objectives.
  
- Provide updates, information and recommendations to the Director, Strategic Communications and Anti-Racism and Anti-Oppression on priorities with responsibility to operationalize identified goals and strategies.
- Provide input into new business plans, strategies, and opportunities for service efficiencies through creative approaches and use data collection and analytics to implement strategies to track performance measures.
- Engage and communicate effectively with senior leaders, Council, community sector leads, and with other orders of government in matters of service administration, management, and delivery.
- Conduct research and recommend the development of informed policies and plans based on best and emerging practices, environmental factors, strengths, gaps, competencies from relevant sectors and jurisdictions.
- Exemplify a customer service perspective, advancing ethics, integrity, compassion, through a strong business acumen in guiding service directions for vulnerable populations and to those at risk of marginalization.
- Demonstrate commitment and adherence to Health and Safety legislation and programs; and actively promote a culture of safety with direct reports.
- Adhere to the Procurement of Goods and Services Policy.
- Prepare reports for Council and various Committees as required.
- Represent the Service Area at Standing Committees and Council meetings as required.
- Represent the City of London and Service Area in legal proceedings as required.
- Prepare responses to inquiries from elected officials, media and the public as requested by the Director, Strategic Communications and Anti-Racism and Anti-Oppression.
- Perform related duties as required.

### Skills and Abilities:

- Demonstrated knowledge and understanding of Reconciliation, Equity, Accessibility, Diversity, and Inclusion, anti-racism and anti-oppression principles, and best practices, as well as related and applicable legislation (Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, the Ontario Health and Safety Act and the Employment Standards Act).
- Demonstrated experience working with diverse community partners, including the not-for-profit sector, social organizations, community groups, businesses, education, health care and interested parties.
- Demonstrated expertise in the intersectionality of various forms of power, privilege and oppression in the workplace and society is a requirement.
- Sound knowledge of community development principles, strategic community-based project management, facilitation, and multi-tasking skills.
- Political acumen and ability to identify and effectively manage emerging issues.
- Expertise in applying business tools, budget, financial, and risk management, and measured results in social or human service delivery.
- Demonstrated positive and proactive leadership capabilities, adept at leading a group of employees, contracted services and consultants; demonstrated commitment to developing high performance teams.
- Knowledge in research of local environment needs, strengths, capacities, and opportunities in related services and sectors.

- Ability to be a trusted advisor in sensitive and/or emotionally charged situations.
- Demonstrated problem-solving capacity related to the complexities of working with diverse groups and organizations with differing perspectives.
- Excellent analytical, communication and report writing skills. Ability to develop and deliver reports and presentations on project status, milestones, achievements, risks and mitigation controls.
- Committed to employee safety; knowledgeable in the Occupational Health and Safety Act and how it relates to the position.
- Demonstrated ability to use Microsoft Office suite of programs including Word, Excel and PowerPoint.

**Qualifications:**

- Completion of a University Degree in Equity Studies, Social Science, Human Rights, Humanities or related discipline or equivalent combination of education and experience.
- Five to seven years of experience in working on diversity, equity, and inclusion initiatives including both staff and project management responsibilities.
- Lived experience as a member of an equity-deserving community is an asset.

**Compensation & Other Information:**

\$102,710 - \$134,727

This posting is for 1 permanent full-time positions being filled on a permanent full-time.

Current hours of Work: Monday - Friday from 8:30 a.m. to 4:30 p.m.

Work Arrangement: Hybrid. Subject to change in accordance with business requirements.

These hours of work and work arrangements are subject to change in accordance with business requirements.

**Police Record Check**

The successful candidate will be required to complete a Criminal Record Check.