

AD14-04 DIRECTOR, ACCESSIBILITY LEARNING SERVICES

Durham College Director, Accessibility Learning Services Annual salary – \$81,000 – \$108,000

Durham College is an equal opportunity employer and welcomes applications from qualified women and men, including members of visible minorities, Aboriginal peoples and persons with disabilities.

Division/Department: Student Affairs – Accessibility Learning Services

Location/Campus: Oshawa, with support to Whitby, Pickering and Uxbridge campuses

Immediate Supervisor (title): VP Student Affairs

Durham College seeks a visionary and collaborative professional with proven leadership to serve as Director of Accessibility Learning Services. Reporting to the vice president, Student Affairs, this position is part of a dynamic team that believes in the institutional priorities of ensuring that the student experience comes first and that the success of each student matters. The Director provides leadership for ensuring access to programs, services, and the campus facilities for students with disabilities.

Historically, this position has been responsible for provision of services to students at Durham College and its partner institution, UOIT. The growth of the student population at both institutions has resulted in the need to establish independent operations in 2014. The successful candidate will have the opportunity to collaborate with campus stakeholders to implement an innovative model for Durham College student success.

Within this context the Director will champion campus efforts to increase accessibility and success for the entire student body. This will be achieved through:

- Collaboration and leadership in the development and implementation of a campus-wide coaching initiative. This initiative will provide opportunities for all students to build concrete plans for access to campus resources and for holistic success, and will include tailored accommodation plans for students with disabilities.
- Collaboration with the Diversity Officer and contributing to diversity initiatives to promulgate the aspect of disability as a facet of diversity on our campus and work in general to increase inclusion on campus.
- Serving as an information resource for students, faculty, staff and parents in matters related to disabilities, universal design, and best practices of learning acquisition for students with disabilities.
- Communication and collaboration with appropriate college departments, faculty, and staff to coordinate and implement services.
- Oversight of processes and procedures for review of disability documentation, consultation on the need for, and authorization of, accommodations.
- Oversight and implementation of existing and new programs to enhance and ease transition to and from college for students with disabilities.
- Providing educational opportunities to students, faculty, and staff on matters pertinent to students with disabilities.
- Identifying opportunities for grants and writing applications where possible.
- Staying current on:
 - all relevant legislation including the Ontario Human Rights Code and the AODA;
 - Universal Design

- best practices for institutions of higher education in providing services for students with disabilities.
- Available assistive equipment and software and their use

The Director is responsible for supervision a team of professionals who provide specialized services in review of disability documentation including psycho-educational reports; assistive technology applicability and use; alternative formatting and text conversion; support for deaf and hard of hearing students; and professional coaching.

Qualifications:

- Master's degree in occupational therapy, special education, counseling, social work, higher education, or related field and minimum of four years' experience in the field is required.
- Five years' experience in the field, preferably in higher education

Preference to candidates with knowledge and experience in the following areas:

- Education, training and/or experience demonstrating competence in each of the following areas:
 - Knowledge of The Ontario Human Rights Code and the AODA
 - Budget management
 - Supervision of staff
 - Coaching
 - Report writing
 - Organizational skills
 - Writing skills
 - Communication skills, including public speaking
 - Computer skills, including data base, spreadsheet, and word processin
- Education, training and/or experience demonstrating competence in each of the following areas are preferred assets.
 - HTML and Website Development, including knowledge of web accessibility challenges
 - Adaptive technology for people with disabilities
 - Experience in a disability support program in higher education
 - Policy development

Interested candidates may submit a resume to jobs@durhamcollege.ca quoting competition number AD14-04W. Posting will remain open until the position is filled. Application review will begin March 3, 2014.

Durham College provides accommodations to applicants with disabilities throughout our hiring process. If you require an accommodation in applying for our postings or if you are selected for an interview, please contact Keri Molson, HR Assistant and we will work with you to meet your needs. The HR Assistant may be reached through any of the following methods:

Phone: 905-721-3073
 Email: jobs@durhamcollege.ca
 Fax: 905-721-3134
 In person: Campus Corners, 2069 Simcoe Street North