



JOB DESCRIPTION

We at Kwantlen Polytechnic University respectfully acknowledge that we live, work and study in a region that overlaps with the unceded traditional and ancestral First Nations territories of the Musqueam, Katzie, Semiahmoo, Tsawwassen, Qayqayt, and Kwikwetlem, and with the lands of the Kwantlen First Nation, which gifted its name to this university.

POSITION: Executive Director, Anti-Racism and Anti-Oppression

DEPARTMENT: Equity and Inclusive Communities

DATE CREATED: October, 2022

DIVISION/FACULTY:

DATE REVISED: August 2023

ORGANIZATIONAL STRUCTURE

This role reports to the Vice President, Equity and Inclusive Communities. Reporting directly to this position will be the Advisor, Anti-Racism & Anti-oppression, as well as forthcoming departmental staff to support anti-racism and anti-oppression work across KPU.

PRIMARY FUNCTION

The Executive Director, Anti-Racism and Anti-oppression is responsible for leadership, innovation, partnerships, and strategic planning as it relates to Anti-Racism and Anti-oppression at KPU. This role builds infrastructure and develops its capacities to address racism and discrimination, while also attending to foundational concepts of misogyny, intersectionality, privilege, power, microaggression, macroaggressions bias. It coordinates all anti-racism and anti-oppression work at KPU offering support and consultation services to senior leadership, committees, and departments, and provides guidance on all strategic planning processes and institution-wide initiatives.

This role serves as a visionary to inspire diverse groups to unite and be anti-racist via increased awareness and understanding of how racism, anti-oppression and discrimination operate as systemic barriers impacting individuals at KPU and communities

KEY RESPONSIBILITIES

1. Supervises and provides leadership to direct reports by coaching and modeling key behaviours/strategies, encouraging dialogue and providing guidance and advice to facilitate resolutions to work issues. Assists team members to define shared and individual goals, meet target dates and ensure alignment of team goals. Monitors and assesses performance.
2. Contributes to effective employee and labour relations by administering the collective agreement(s), potentially representing management in the grievance process and consulting with Human Resources Services regarding collective agreement interpretation, as appropriate. Provides input to management negotiating team for collective bargaining purposes, as needed.
3. Develops and advances University wide strategies for implementing the

recommendations of the KPU's Task Force on Anti-Racism (TFA), including development of various action plans, an institutional vision statement and a policy with a focus on anti-racism, anti-oppression, etc.

4. Develops mechanisms to advance KPU's work toward the Scarborough Charter, establishing a Black Studies program, and strategies to remove anti-Black racism at KPU.
5. In collaboration with and oversight of the VP EIC, establishes and oversees an implementation committee, leads cross functional efforts and ensures the recommendations of the TFA report are implemented and evaluates progress.
6. In collaboration with and oversight of the VP EIC, redesigns systems, policies and procedures with an intersectional anti-racism and anti-oppression framework.
7. In collaboration with and oversight of the VP EIC, designs and implements practices to monitor, report and synthesize central anti-racism and anti-oppression quantitative and qualitative data that drives insight and action at KPU. Data collection process will directly link to anti-racism and anti-oppressive report recommendations, as well as additional initiatives as determined by KPU key parties.
8. Collaborates with units across the institution to research, develop and implement institutional strategies in anti-racism, anti-oppression and racial equity with understanding of intersectionality.
9. Raises awareness of intersectional societal and systemic attitudes and how behaviours perpetuate oppression and supports KPU in developing a repertoire of anti-racist practices for use in work and learning environments.
10. Advises senior leadership on matters related to racism and reports out on anti-racism initiatives of the department to key parties across the institution.
11. Provides guidance for KPU to respond to concerns of racism faced by student, faculty, and staff.
12. Establishes an institutional professional development and training program in anti-racism and anti-oppression in collaboration with other areas of the OEIC to build and elevate competency in anti-racism and anti-oppression principles. Learnings developed should center the lived experiences of historically oppressed and marginalized communities
13. Collaborates with departments across the University to promote and enhance research focused on anti-racism and anti-oppression matters.
14. Leads, promotes and develops community connections, collaboration and networks to facilitate anti-racism and anti-oppression initiatives, working collaboratively across OEIC and External Affairs to reduce duplicating efforts.
15. Participates in committees across KPU as requested by senior leaders and as identified by the ED AR&AO to give institutional and community voice to anti-racism and anti-oppression.
16. Develops effective working relationships with government ministries, a broad spectrum of internal and external partners at regional, provincial, national and international levels and represents KPU on special initiatives or task forces for initiatives directed at anti-racism and anti-oppression.

17. Develops and leads initiatives to incorporate and expand anti-racism and anti-oppression (i.e., curriculum, program/learning development, policy & procedure, research, institutional frameworks and action plans, inter-personal interactions, etc.).
18. Ensures the departmental budget is planned, prepared and monitored in keeping with overall objectives, policies and procedures.
19. Establishes a high personal standard of service and performance by actively participating in other duties as assigned, education seminars, training programs, etc.
20. Contributes to and promotes a safe, respectful, and inclusive work environment by adhering to University policies and procedures and completing mandatory training programs.

QUALIFICATIONS

EDUCATION & EXPERIENCE

- Minimum of a Master's degree, preferably in Sociology; Cultural Studies, Critical Race Theory, Anti-oppression and/or Intersectional Social Justice and/or related fields. Doctorate preferred;
- Minimum of 5 years related leadership experience, preferably in a public sector environment;
- Preferred 5 years of related experience in Diversity and Inclusion, Anti-Racism, preferably in a post-secondary or public sector environment;
- Or an equivalent combination of education and experience.

COMPETENCIES

- Strong knowledge and understanding of overlapping layers of racism and anti-oppression, principles of equity, diversity, and inclusion, intersectionality, decolonization, Indigeneity, lived experiences of racialized peoples, and practices.
- Experience in leading and implementing change, including developing new strategies, policies and procedures.
- Demonstrated managerial and collegial leadership with the ability to serve as a representative and advocate for institutional resources that support anti-racism and anti-oppression initiatives.
- Demonstrated experience with leading and implementing institutional change initiatives
- Ability to plan and manage at both the strategic and operational levels and successfully lead and manage change in a multi-union, complex environment.
- Knowledge of key partner organizations in this field.
- Understanding of the Canadian education system and academic policies and processes.
- Demonstrated ability to present and converse with senior leaders within all levels of governments and agencies.
- Strong oral and written communication skills, including the ability to persuade and influence individuals and groups with diverse needs and interests.
- Knowledge of budget planning, development and management.
- Ability to travel nationally and internationally on occasion.
- Ability to travel between campuses required.

