

Accessibility Specialist

Student Support Services

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number when submitting their application.

This competition may be used to establish a 12 month eligibility list of qualified candidates for future vacancies.

DUTIES

Reporting to the Manager, Student Accessibility Services, the Accessibility Specialist provides support to students who identify as having a disability. The successful candidate develops and facilitates the delivery of a comprehensive range of reasonable accommodations and supports, as well as monitors the efficacy of those accommodations. This includes case management functions: conducting intake and follow-up appointments with students requesting academic accommodations, accurately reviewing and interpreting all disability documentation provided, and collaborating with staff, faculty and external service providers to develop appropriate accommodation plans. The successful candidate supports student mental health and provides supportive counselling and guidance in areas such as communication, problem solving, and accessibility-related self-advocacy. As a member of the Student Accessibility Services team, the successful candidate also enhances accessibility awareness and inclusion within the College community. The hours of work for this position currently range between 8:00 a.m. and 5:00 p.m. with the possibility of evening hours in the future. The incumbent may be expected to work at either or both the Notre Dame and Exchange District Campus locations.

REQUIRED QUALIFICATIONS

- Master's degree in Educational Psychology, Clinical Psychology, Counselling Psychology, Social Work or Occupational Therapy. A combination of experience and education may be considered.
- Several years experience developing, implementing and monitoring accommodation plans for persons with disabilities, preferably at the post-secondary level
- Several years case management experience
- Experience interpreting disability documentation
- Specialized knowledge and understanding of functional implications associated with a variety of disabilities, including but not limited to: Autism Spectrum Disorder, ADHD, Specific Learning Disorders, mental health, medical, physical and vision loss
- Knowledge of assistive technology, alternate format, and a wide range of disability-related strategies and interventions to remove or reduce barriers associated with one's disability
- Experience providing supportive counselling to individuals with disabilities
- Knowledge of federal and provincial human rights legislation, the duty to accommodate, accessibility standards, and privacy legislation and regulations
- Excellent judgment and strong analytical, problem-solving and interpretive skills with the ability to synthesize information from a variety of sources
- Strong interpersonal skills, including the ability to exercise tact, discretion and diplomacy in complex situations
- Excellent verbal communication skills
- Excellent written communication skills
- Exceptional organization and time management skills
- Experience building a respectful workplace culture that promotes diversity, learning and continuous improvement

CONDITIONS OF EMPLOYMENT

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- This position may be required to work overtime
- Incumbent must provide a current and satisfactory Criminal Records Check, including a Vulnerable Persons Sector Check
- Incumbent must provide a current and satisfactory Child Abuse Registry Check and Adult Abuse Registry Check
- Registered member in good standing in a relevant professional association, or eligibility to acquire

RRC Polytech campuses are located on the original lands of Anishinaabe, Ininiwak, Anishininwak, Dakota, and Dene peoples, and on the homeland of the Red River Métis Nation.

COMPETITION NUMBER

2023-086

CLOSING DATE

June 5, 2023

SALARY

\$63,548 - \$86,962 per annum

POSITION LOCATION

Exchange District Campus
(Winnipeg, MB)

POSITION TYPE

Full-Time Position Available
Anticipated Start July 3, 2023

APPLY ONLINE AT

rrc.ca/careers

RRC Polytech is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits and the opportunity for personal and professional growth in a rewarding career.

At RRC Polytech we are committed to fostering an inclusive environment, where all employees and students feel valued, respected and supported. We aspire to have a workforce that is representative of the diversity within our communities, and welcome applications from women, Indigenous Peoples, persons with disabilities, racialized persons, persons of the 2SLGBTQIA+ community and others who may contribute to the further diversification of ideas. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

If you require this information in an alternate format, please contact humanresources@rrc.ca.



RRC Polytech is committed to providing accessible employment, and ensuring that our recruitment, assessment and selection process is barrier free. If a candidate requires accommodation during the hiring process, Human Resources Services will work with the individual to meet their needs. We thank all applicants for their interest, but only those selected for an interview will be contacted. For more information and other employment opportunities, visit rrc.ca/hr