

LET'S TALK SCIENCE POSITION POSTING

Position Title: Director, Equity

Position Status: 2-year renewable contract; includes a comprehensive group benefit package

Closing Date: The position will remain open until filled

THE OPPORTUNITY

Let's Talk Science (LTS) is an award-winning, national charitable organization focused on education and outreach to support youth development. Through the creation and delivery of unique learning programs and services that engage children, youth and educators in science, technology, engineering and math (STEM), staff and volunteers support learning and skill development. Committed to inspiring and empowering Canadian youth to develop the skills they need to participate and thrive in an ever-changing world, LTS offers programs, resources and services that motivate all ages to fulfill their potential and prepare them for future careers and roles as citizens. LTS has excited, inspired and engaged more than 9 million children, youth, educators and volunteers in STEM since its inception.

Let's Talk Science aspires to be a trusted education partner and positively impact every child and youth in Canada. For nearly 30 years, we have empowered youth and helped prepare them for their future careers and citizenship roles through engagement in science, technology, engineering and math (STEM). Long-standing systemic inequalities have prevented the full participation of many audiences in STEM, including women, Indigenous people, People of Colour, people with disabilities and others. Additional barriers such as language, geography, access to technology and financial status have also reduced participation.

Building on our long-standing commitment to equity, diversity, inclusion and accessibility (EDIA), Let's Talk Science is establishing a new leadership position of Director, Equity, to help us build diversity and inclusion across all aspects of our work and programming. Reporting to the President, the incumbent will lead the implementation and evolution of our Equity Plan to strengthen and expand Let's Talk Science's efforts to tackle barriers and inspire broad participation in STEM.

The world needs STEM, and STEM needs people with diverse perspectives, talents and lived experiences to address the most pressing issues facing our planet. We invite you to join us on this critical journey. Lived experience as a self-identified member of an equity-deserving group is valued in this important role.

We invite you to visit our website (www.letstalkscience.ca) to learn more about our organization.

POSITION

The Director, Equity works collaboratively with all Let's Talk Science teams to support and evolve policies and processes, and implement initiatives aimed at advancing equity, diversity, inclusion and accessibility (EDIA) across the organization. The incumbent will be responsible for implementing and evolving the organization's Equity Plan, which is designed to support and foster an open and inclusive work environment, as well as educate, inform and advance policies, principles and values of equity, diversity, inclusion and accessibility. The Director, Equity is also responsible for identifying gaps and making recommendations for improving EDIA policies and practices across the organization. This position leads an internal, cross-organizational staff-working group and supports an EDIA committee of Outreach program volunteers.

Responsibilities:

- Responsible for championing the implementation and evolution of Let's Talk Science's Equity Plan, working collaboratively with all teams
- Develop, coach and lead equity, diversity, inclusion and accessibility training and programs that build competence across the organization
- Research, develop, recommend, and execute and/or support creative strategies to foster the organization's diversity goals.
- Responsible for identifying gaps and maintaining recommendations for improving EDIA practices

- Ensures up-to-date knowledge about market trends, latest developments and best practices in the area of equity, diversity, inclusion and accessibility and work closely with the Senior Leadership Team to integrate this knowledge into strategic and operating plans
- Leads a cross-functional staff working group that initiates, advises and mobilizes support for initiatives related to equity, diversity, inclusion and accessibility, and establishes a shared understanding across the organization
- Creates and makes presentations and regular progress reports to the committee, Management Team and Senior Leadership Team.
- Supports the Outreach program site coordinators' Equity working group
- Collaborates with external stakeholders to support and promote equity initiatives on Let's Talk Science's behalf
- Evaluates emerging and longer-term opportunities and challenges with respect to equity
- Other duties as requested/required that are within the scope of the position

Requirements/Qualifications

- Education and training acquired through post-secondary education in a relevant field and/or relevant work experience
- Minimum of eight years of work experience in diversity, equity, inclusion, accessibility with the most recent 2-3+ years in a leadership position
- Proven experience as an organizational leader, particularly around change management and initiatives that promote equity, diversity, inclusion and accessibility
- Understands complex issues related to EDIA principles as they relate to both the learner experience and the workplace
- Demonstrated experience developing and facilitating engaging and impactful teaching and learning modules about equity, diversity, inclusion and accessibility
- Demonstrated experience influencing and championing equity, diversity, inclusion and accessibility across internal and external stakeholder groups and business practices
- Experience affecting organizational change, including policy, procedural, practical and behavioural change
- Experience working with internal and external stakeholder audiences
- Strong project management skills
- Familiarity with the role of human resources and equity within an organizational structure.
- Understanding of the challenges related to EDI in the K-12 education environment is an asset.
- Lived experience as a self-identified member of an equity-deserving group is valued.
- Bilingualism (English/French) is an asset
- Fluency in another language is an asset.

Skills and Abilities

- Impeccable integrity and reliability with demonstrated ability to understand and enable diverse viewpoints and approaches, act tactfully and diplomatically
- Strong relationship builder with a natural ability to influence people to achieve mutually beneficial outcomes
- An innovative thinker with an open and creative approach to problem solving and a willingness to refer issues with a collaborative and problem-solving mindset
- Capacity to work independently and demonstrate initiative in a team environment
- Outstanding collaborative, interpersonal coaching and facilitation skills
- Excellent planning and organizational skills with ability to coordinate work on multiple projects
- Ability to operate on a strategic level including foreseeing potential impacts of the operating environment and managing risk
- Excellent communication skills with experience in negotiation, presentation and facilitation
- Exceptional written and verbal communication and presentation skills, with an ability to produce clear documentation and business communications for all levels of the organization
- Proficiency with Microsoft Office Suite (Word, Excel, PowerPoint), and a willingness to learn and adapt to new technology and software as it emerges in the field
- Ability to work outside regular hours on occasion

Working Relationships

- Reports to the President (who is based in London, Ontario)
- Works collaboratively with other members of the Senior Leadership Team and Management Committee
- Leads internal working group
- Collaborate with external stakeholder to support and promote equity initiatives on Let's Talk Science's behalf
- Interacts with other Let's Talk Science personnel as appropriate

Interested candidates should submit their resume and cover letter quoting "Director, Equity" to:

Shawna Agathos

Human Resources Generalist, Let's Talk Science

1510 Woodcock Street, Unit 12 London, ON N6H 5S1

Or via email: hr@letstalkscience.ca (please submit all documents in one pdf file)

FAX: (519) 474-4085

Let's Talk Science invites applications from all qualified candidates. We are committed to employment equity and building a diverse workforce reflective of Canadian society and especially welcome applications from racialized persons / persons of colour, women, Indigenous persons, persons with disabilities, LGBTQ2S+ persons and others who may contribute to the diversification of ideas. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations, please contact the Human Resources representative listed above. Please also note that applicants must be legally entitled to work in Canada. We thank everyone for their expression of interest and are truly appreciative of the time individuals put into applying. However, with the limitations on time only those selected for an interview will be contacted.