DEPUTY EQUITY AND DIVERSITY COMMISSIONER

OVERVIEW

The Equity and Diversity Commission is responsible for advocating for, and organizing events related to, issues of equity, diversity and inclusion. The Commission works closely with the Human Rights Office, the Alma Mater Society (AMS) and university committees to ensure that the SGPS is engaged in university-wide policy and decision-making processes.

The Deputy Equity and Diversity Commissioner works with the Equity and Diversity Commissioner to fulfil the function of the Equity and Diversity Commission as defined above. They report to the SGPS VP (Community). The term of employment begins on October 1, 2021 and ends April 30, 2022. The Deputy Equity and Diversity Commissioner has a salary of $250 per month ($1750 for the full seven-month term).

KEY RESPONSIBILITIES

- Assisting and supporting the Equity and Diversity Commissioner
- Submitting monthly written reports to and attending meetings of council;
- Developing a year plan specific to their position;
- Helping to transition new people into the role of Equity and Diversity Commissioner at the conclusion of their term;
- Advising Council and the Executive in the formation and formulations of SGPS policies, procedures, and priorities regarding equity issues;
- Promoting awareness of equity issues among SGPS members;
- Chairing or attending meetings of the Equity & Diversity Committee and promoting it to the membership;
- Ensuring that all meetings and social events hosted by the SGPS are equity-aware; and
- Serving on their assigned councils and committees.
- Other duties as required.

QUALIFICATIONS

- Must be a currently registered SGPS member
- Familiarity with the structures of the SGPS and Queen’s University is an asset
- Demonstrated awareness and understanding of equity issues and willingness to educate further
- Demonstrated familiarity with the principles of anti-oppression and intercultural competence
- Strong organizational and time management skills
- Excellent communication skills, both written and verbal

RENUMERATION

$250 per month ($1750 for the full seven-month term, about 10 to 12 hours of work per month)

TO APPLY

To apply for this position, please submit a resume and cover letter (with student number) to the attention of the VP Community, Anthony Lomax, at apply@sgps.ca. Please specify that you are applying for the Deputy Equity and Diversity Commissioner position in your subject line.

The SGPS is committed to promoting a fair and equitable selection process and work environment that is inclusive and barrier free. We provide equal employment opportunities for all individuals regardless of age, sex, disability, race, ethnic origin, citizenship, creed, sexual orientation, marital status or any other grounds as described in the Human Rights Code. Applicants with a disability need to make any accommodation requests for the interview process known in advance. The Executive Hiring Team will arrange for reasonable accommodations in accordance with the Human Rights Code which will enable you to be assessed in a fair and equitable manner.

Applications are due September 12, 2021 at 11:59pm. For more information, visit www.sgps.ca.