

Executive Director

The University of Toronto Faculty Association exists to protect and advance the well-being of the faculty and librarians of the University of Toronto, the University of St. Michael's College, the University of Trinity College, and Victoria University. As a member of the Canadian Association of University Teachers (CAUT) and the Ontario Confederation of University Faculty Associations (OCUFA), UTFA works closely with these bodies to advance the interests of faculty and librarians in all Canadian universities. UTFA is the official representative of faculty and librarians on terms and conditions of employment. UTFA represents its members in workplace grievances, and negotiates salary, pension, benefits, workload and policy. The Memorandum of Agreement sets out the special arrangement between the Association and the University of Toronto administration. A key part of UTFA's mission is to be an effective actor in the public sphere, whether it's on issues relating to post-secondary education or on broader public policy debates of importance to its membership.

Reporting to the President of the University of Toronto Faculty Association (UTFA), the **Executive Director** will work collaboratively with members of UTFA's Executive Committee and Council to advance UTFA's aims and objectives. The Executive Director will provide strategic advice and help manage communications with UTFA members. The Executive Director will facilitate strategic planning for the operations of the Association and will help create an environment in which Executive and Council members can productively pursue goals consistent with the member-led organization. The incumbent will assist with UTFA's negotiations with the University administration. These negotiations range from salaries and benefits to appointment policies. The incumbent will play a central role in bargaining with UTFA's unionized staff. The Executive Director will manage the Association's office and staff and will also provide direction on financial and IT matters. As an ambassador for the Association, the Executive Director will work to strengthen the Association's presence within the University and develop relationships with local, provincial, national and international higher education and labour associations and bodies.

As the ideal candidate, you are a strong communicator who is politically astute, with good judgment. A seasoned labour relations professional, you have a demonstrated commitment to the advancement of labour organizations. You are thoroughly acquainted with the postsecondary sector in Ontario, are comfortable working and facilitating strong relationships in an academic environment and possess relevant education credentials. Throughout your distinguished career, you have demonstrated a commitment to the principles of equity and diversity, and to the core academic values of fairness and academic freedom and responsibility. As the ideal candidate, you possess the following: excellent written and oral communication skills; a track record of outstanding leadership and management; a high degree of personal initiative; and superb interpersonal skills. You bring skills in a wide array of domains, including human resources, financial management, and IT, and you have the ability to supervise and develop others effectively.

The University of Toronto Faculty Association is committed to the principles of equity, diversity and inclusion and welcomes applications from members of visible minority groups, women, Indigenous and Aboriginal persons, persons with disabilities and members of sexual and gender minority groups.

If you are interested in this opportunity, please apply online at www.kbrs.ca/career/13092. For more information contact Amorell Saunders N'Daw (asaundersndaw@kbrs.ca) or Nick Little (nlittle@kbrs.ca).