



DALHOUSIE UNIVERSITY

Student Access Advisor (2 positions)

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Position Details

Position Title Student Access Advisor (2 positions)

Department/Unit Student Accessibility Services

Location Halifax

Posting Number S207-20

Employee Group DPMG

Position Type Regular, On-Going

Duration of Contract (if applicable)

Employment Type Full Time

Full-time Equivalency (FTE) 1.0

Salary \$59,231 - \$80,134 per annum

Classification ADM-06

Provisional Statement This is a provisional classification. Formal classification procedures will be initiated by the Compensation & Job Evaluation Unit in approximately six months.

About Dalhousie University

Dalhousie University is Atlantic Canada's leading research-intensive university and a driver of the region's intellectual, social and economic development. Located in the heart of Halifax, Nova Scotia, with an Agricultural Campus in Truro/Bible Hill, Dalhousie is a truly national and international university, with more than half of our 19,000 students coming from outside of the province. Our 6,000 faculty and staff foster a vibrant, purpose-driven community, that celebrated 200 years of academic excellence in 2018.

Job Summary	<p>Student Affairs is a collection of integrated units that collaborates with faculty, staff and students to enhance the student experience. We promote an inclusive, holistic and student-centric approach to learning and academic success and act as a professional resource in the delivery of evidence-based student enrolment, wellness, development and academic support programs and services. Reporting to the Manager, Student Accessibility Centre, the Student Access Advisor facilitates full and inclusive access to the campus community through student accommodation planning and implementation, educational initiatives, and collaboration with multiple stakeholders. Utilizing an equity-mindedness approach, the Student Access Advisor assists students in reducing or removing barriers (physical, attitudinal, technological, or systemic) to their on-campus living and/or learning environments.</p>
Key Responsibilities	<ul style="list-style-type: none"> - Provide 1-1 advising support to facilitate student access to academic courses and programs, facilities, services, and activities. - Identify classroom, exam and other accommodations (e.g. co-op) to reduce barriers to student learning. - Develop and ensure student accessibility plans reflect the university's duty to accommodate. - Gather information and consult with faculty (including Associate/Assistant Deans, Program Coordinators, School Directors) and others to implement student accessibility plans. - Manage and problem-solve complex student case files. - Identify when and with whom to implement appropriate crisis management and intervention responses, demonstrating awareness of on and off-campus resources and processes.
Note	<p>Hours may fluctuate based on student demand. Ability to work a flexible schedule including days, evenings, and some weekend assignments may be required.</p>
Qualifications	<p>Master's degree in a relevant field with approximately five years' related experience working with students, preferably in a post-secondary setting (or an equivalent combination of training and experience) is required. Previous experience in either human rights advocacy, student advising, and/or disability support is required, along with a demonstrated understanding of issues related to access, equity and inclusion. Demonstrated ability to exercise tact and sound judgment with various stakeholders such as students, staff, faculty, and parents is essential. Demonstrated ability to adapt and respond positively to changing conditions, priorities, and technologies is also required.</p>
Job Competencies	<p>The successful candidate is expected to demonstrate proficiency in Dalhousie's core and leadership competencies (https://www.dal.ca/dept/leaders.html), in particular:</p> <ul style="list-style-type: none"> - Respect & Inclusion - Adaptability - Knowledge & Thinking Skills - Communication - Service
Additional Information	<p>Dalhousie University supports a healthy and balanced lifestyle. Our total compensation package includes a defined benefit pension plan, health and dental plans, a health spending account, an employee and family assistance program and a tuition assistance program.</p>
Application Consideration	<p>Applications from university employees and external candidates are given concurrent consideration. Among short-listed candidates, university employees will be given special consideration.</p> <p>We thank all applicants for their interest, however, only candidates selected for an interview will be contacted.</p>

Diversity Statement

Dalhousie University is committed to fostering a collegial culture grounded in diversity and inclusiveness. The university encourages applications from Indigenous persons, persons with a disability, racially visible persons, women, persons of a minority sexual orientation and/or gender identity, and all candidates who would contribute to the diversity of our community. For more information, please visit www.dal.ca/hiringfordiversity (<https://www.dal.ca/hiringfordiversity>).

Number of Vacancies

2

Open Date

11/26/2020

Close Date

12/09/2020

Open Until Filled

No

Special Instructions to Applicant**Quick Link for Direct Access to Posting**

<http://dal.peopleadmin.ca/postings/4883>
(<http://dal.peopleadmin.ca/postings/4883>)

Supplemental Questions

Required fields are indicated with an asterisk (*).

Documents Needed to Apply**Required Documents**

1. Résumé / Curriculum Vitae (CV)

Optional Documents

1. Cover Letter

Dalhousie University

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