

Job Description

Job Title	Equity, Diversity, Inclusion and Decolonization in Research Specialist
Reference	38439
Location	UWO Main Campus
Faculty/Unit	VP Research – Western Research
Department	Research Development & Services
Full/Part Time	Full-Time
Employee Group	Non Union
Appointment Type	Contract
Appointment Status	Temporary Full-Time

[Return to Previous Page](#)

[Switch to Internal View](#)

Classification & Regular Hours

Hours per Week: 35

Salary Grade: 15

Please note, this is a contract opportunity covering a leave.

Secondments are Welcome

Click [here](#) for more details on secondment opportunities.

About Western

Western University delivers an academic experience second to none. Western challenges the best and brightest faculty, staff and students to commit to the highest global standards. Our research excellence expands knowledge and drives discovery with real-world application. Western attracts individuals with a broad worldview, seeking to study, influence and lead in the international community. Since 1878, The Western Experience has combined academic excellence with life-long opportunities for intellectual, social and cultural growth in order to better serve our communities.

About Us

Western ranks as one of Canada's top research-intensive universities. With contributions that range from fundamental research to applied discovery, its researchers advance knowledge and provide tangible benefits for the economic, social, health and cultural development of citizens in London, in Canada, and around the world. Western Research provides strategic and comprehensive support to foster a culture of research excellence that enhances Western University's profile on the global stage.

Responsibilities

The Equity, Diversity, Inclusion and Decolonization in Research Specialist (EDI-D Research Specialist) will support the implementation of EDI-D and anti-racism praxis across all internal and/or external research funding, adjudication and ethics processes at Western. The role will identify internal and external funding opportunities related to EDI-D and anti-racism research, and will assist directly with partnership building, opportunity dissemination, proposal development, and providing education to embed meaningful EDI-D and anti-racism promising practices. The role will ensure that proposals conform to Western's and the funding agencies' EDI-D and anti-racism policies, action plans, procedures and criteria. The EDI-D Research Specialist will liaise with and coordinate activities among Western's researchers, relevant Departments, its local affiliates, and other national and international peer institutions, with the goal of facilitating the success of research proposals. The role will deliver diplomatic and professional client-oriented services for proposals, which are typically related to major national and international research grant programs and strategic grant programs from the three major granting agencies.

Qualifications

Education:

- 4-year Undergraduate Degree in a relevant area of study (e.g. diversity and equity, human rights, accessibility etc.)
- Relevant courses related to EDI-D
- Lived experience and/or deep understanding of cultural competency and history of the research ecosystem for equity-deserving groups (e.g. Indigenous, Black, racialized person, person with a disability and/or as a member of the LGBTQAI2S+ community) is preferred
- Master of Professional Education (MPEd) in Equity, Diversity and Social Justice or Masters with a significant EDI-D component is preferred
- Thesis based area of study preferred
- OCAP (Ownership, Control, Access, and Possession) Certification and/or cultural competency and safety training
- EDI-D related training

Experience:

- 5 years' experience working on EDI-D initiatives within a research-intensive, and/or post-secondary environment
- 1 year experience weaving EDI-D praxis into grant proposals and/or supporting EDI-D related items as part of large-scale funding applications with multiple stakeholders, funding sources, partners and/or outcomes
- Proven experience writing successful proposals and working with major government research programs is preferred
- Experience working with equity-deserving groups preferred

Knowledge, Skills & Abilities:

- Demonstrated passion, commitment and knowledge of EDI-D
- In-depth knowledge of best practices for reviewing and writing EDI-D action plans as part of grant proposals, and of Canadian peer-review granting systems, processes and procedures related to EDI-D
- In-depth understanding of complex issues related to EDI-D and anti-racism as they relate to the researcher, faculty and student experience and research impact

- Demonstrated understanding of systemic issues and of the legal and legislative frameworks related to EDI-D (e.g. Canadian Charter of Rights and Freedoms, the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA))
- Ability to assess situations using sound judgment and to navigate sensitive and sometimes difficult conversations that can be emotionally charged
- Exceptional and persuasive communication skills and critical thinking skills to translate information into easily understood terms, summarize information, and provide a rationale for action
- An innovative and strategic thinker with a broad vision for the role of diversity in achieving research excellence
- Demonstrated ability to understand and enable diverse viewpoints and approaches to achieve complex goals
- Proven ability to work well with diverse groups at all levels within the institution and external parties, exercising appropriate judgment in decision making
- Ability to work independently, handle details with a high degree of accuracy and to organize and prioritize a high volume of work to meet deadlines
- Ability to conduct difficult conversations with diplomacy and tact while advancing research from an EDI-D and anti-racism lens
- Ability to work in a manner that models best practices in confidentiality, sensitivity and relationship building standards and treat sensitive information with discretion
- A desire to grow and advance skills, which is demonstrated by attending conferences, workshops and other professional developmental opportunities to enhance performance
- Demonstrated ability to develop and deliver educational sessions & resources to diverse stakeholders to increase their awareness of, and advance, EDI-D and anti-racism promising practices
- Advanced computer skills in Microsoft Office Suite
- Ability to research new avenues of funding from federal granting agencies, industry and other funding sources
- Strong editing and proofreading abilities with attention to detail with emphasis on requirements for proposal development, reports and presentations

Western Values Diversity

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please [contact Human Resources](#) or phone 519-661-2194.

Please Note:

We thank all applicants for their interest; however, only those chosen for an interview will be contacted.

[Return to Previous Page](#)

[Switch to Internal View](#)
