Ombudsperson

Position Purpose
In accordance with the terms of reference of the Advisory Committee of the Ombudsperson, the mandate of the Ombudsperson is to provide an independent, impartial and confidential process through which members of the University Community may pursue the just, fair and equitable resolution of University-related concerns. In addition, the Ombudsperson may make recommendations, where appropriate, for changes in policies and procedures and promote discussion on institution-wide concerns.

NOTE: The Ombudsperson is not an employee of the University nor is she or he affiliated with any student associations. The Ombudsperson is independent of all University and student administrative structures and student government. The Office of the Ombudsperson is funded jointly by the student associations and the University. The posting of this position on this website for purposes of collecting applications only.

Essential Qualifications

• Bachelor’s degree in law, social sciences or a related field (graduate degree considered an asset)
• Five to seven years of relevant experience
• Working knowledge of a university environment and the application of policies and regulations
• Professional training or significant experience in conflict resolution, human rights work, research methods, investigative techniques and report writing
• Experience and demonstrated skills in providing counselling as well as facilitation, mediation and negotiation services in order to resolve disputes
• Highly developed interpersonal and communication skills
• Ability to research litigation related to human rights, harassment, privacy rights, etc.
• Demonstrated ability to build credibility and effective working relationships
• Excellent judgement, objectivity and integrity
• Ability to work from a neutral and impartial perspective to facilitate cooperation and build consensus
• Bilingualism – French and English (spoken and written)

Note
All qualified candidates are welcome to apply. If you are invited to continue the selection process, please notify us of any particular adaptive measures you might require.

Remember to upload a copy of your diploma(s) or a certificate of merit as well as a current version of your CV into the My documents section of your career profile (please include the job ID number, i.e. J0417-0843, in the title of your document).

Job reports to the Advisory Committee of the Ombudsperson