

# KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD



Peterborough, Ontario  
invites applications for the position of

## **HUMAN RIGHTS AND EQUITY EXECUTIVE OFFICER**

**Salary Range: \$141,340 - \$153,247**

**35 hours/week**

**Location: Education Centre, Peterborough**

**Start Date: To Be Determined**

The Kawartha Pine Ridge District School Board offers dynamic, high quality educational programs for nearly 33,000 elementary, secondary and adult students in the 100 schools within our jurisdiction. As part of our strategy to provide on-going support for our schools, the board is now accepting resumes from qualified applicants for the full-time position of Human Rights and Equity Executive Officer.

Reporting to the Director of Education, the successful candidate will collaborate with the KPRDSB Senior Administration team in transformational work to expand cultures of respect for human rights and equity and champion the identification and elimination of systemic barriers. Through leadership, education and training, relationship-building, and participating in system-level decision-making, the Human Rights and Equity Executive Officer (HREEO) supports KPRDSB to identify and address systemically based human rights and equity issues and build KPR's capacity to ensure compliance with the Ontario Human Rights Code.

The HREEO will lead the implementation of Ontario's Education Equity Action Plan in support of KPR's Strategic Plan: Excellence in Learning, Life and Community while working to build and enhance a culture of respect for the principles of human rights and equity throughout the district.

All positions in the Kawartha Pine Ridge District School Board support the school's priority of student achievement and the boards mission to educate our students to excel in learning, to succeed in life and to enrich our communities.

Employees demonstrate empathy and respect in all interactions, are committed to service excellence, and embrace change through innovation.

## **MAIN RESPONSIBILITIES:**

- Provide leadership in the collaborative development of an inclusive, diverse, equitable and accessible strategy to fully integrate human rights and equity policy principles into every aspect of the work of the board through data collection, policy reform, building the capacity of staff and students, improving outreach and engagement and effectively resolving incidents and complaints;
- through leadership, education and training, relationship-building, and participating in system-level decision-making, the HREEO supports KPRDSB with identifying and addressing systemically based human rights and equity issues and build the KPRDSB's capacity to ensure compliance with the Ontario Human Rights Code;
- using their expertise and proven experience in human rights investigations, complaint resolution and restorative justice, the HREEO oversees the KPRDSB's internal human rights complaints procedure;
- provide education, counsel and information on human rights issues across KPRDSB, including providing for human rights compliance training to senior staff;
- work with the KPRDSB's senior administration to identify and respond to human rights and equity related risks;
- provide guidance and advice to KPRDSB on its strategic priorities in all areas toward fostering a culture free of harassment and discrimination;
- develop, coordinate, provide guidance on and implement plans, policies and procedures related to human rights, including any employment and educational equity plans;
- implement, update or establish the KPRDSB's human rights complaints procedure to address claims of discrimination by students, families, staff and other stakeholders;
- establish an accessible web presence, and work with staff to ensure the complaints procedure is widely communicated and accessible to all students, families, staff and communities of KPRDSB;
- provide training to superintendents, school administrators, managers, and other senior level staff on how to respond to complaints;
- update and maintain the board's Accessibility Plan in compliance with the Accessibility for Ontarians with Disabilities Act.
- work in collaboration with Research and Strategy Development to develop metrics, tools, surveys, etc. to identify gaps in human rights knowledge/awareness across the system, and assess outcomes of targeted information campaigns, professional learning and staff training activities to guide future planning;
- consult and work with staff, unions, students, parents/guardians, Indigenous partners, other local community partners and ministry staff; and
- enhance the collection, analysis and use of data to identify and address systemic organizational and attitudinal barriers across the programs, services and functions of KPRDSB, including supporting the KPRDSB in meeting their responsibilities under Ontario's Data Standards for the Identification and Monitoring of Systemic Racism.

## **EDUCATION & EXPERIENCE REQUIRED:**

- university degree related to equity studies, diversity and inclusion, human rights, human resources, law or related;
- 3 - 5 years of experience in human rights investigations, complaint resolution, and restorative justice;
- superior understanding of the Ontario Human Rights Code, human rights case law and emerging trends and issues;
- demonstrated knowledge and competency in understanding Indigenous Rights in Canadian legal structures;
- demonstrated work-related expertise in applying human rights law analyzing issues using the Human Rights Code and relevant policies to prevent and address discrimination and harassment;
- experience in designing and delivering human rights education and training programs, including conducting training on complaints resolution, investigation, report-writing, etc.;
- knowledge of Ontario's publicly funded schools and education employment equity issues;
- demonstrated experience providing advice and expertise on human rights-related strategic policy issues to senior level administration;
- excellent managerial skills with respect to planning, communication, decision-making, motivating, problem-solving, and professional experience at a senior level managing complex and/or high-profile projects;
- demonstrated ability to resolve complex problems and build consensus in a manner that inspires confidence and diffuses escalating situations;
- demonstrated experience working with external and internal stakeholders, including senior management, to develop human rights-related policies and procedures;
- excellent relationship-building skills, sound judgment, sensitivity and an inclusive approach to building consensus and solving problems;
- experience handling contentious issues with sensitivity, confidentiality, and discretion;
- exceptional interpersonal, oral and written communication and presentation skills; and,
- strong cultural competence and demonstrated commitment to working in a diverse school community and/or work environment.

Qualified applicants are invited to submit a resume and cover letter to the undersigned by **4:00pm, December 17, 2021.**

Kawartha Pine Ridge District School Board  
1994 Fisher Drive, Peterborough, ON K9J 6X6  
Attention: Director's Office  
Email: [Director\\_Education@kprdsb.ca](mailto:Director_Education@kprdsb.ca)  
With subject line of: HREEO Application

The Kawartha Pine Ridge District School Board fully supports those candidates with disabilities as they undergo our recruitment and selection procedures. Should you require accommodations during all or any part of these processes, please contact the board in advance so that we may make the necessary arrangements.

*KPRDSB is committed to a qualified workforce that is representative of the diversity of the people of Ontario and across the communities we serve. We welcome applications from candidates with diverse background and lived experiences as a member of a marginalized group, including but not limited to:*

- *First Nations, Métis and Inuit peoples, and all other Indigenous peoples;*
- *members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin;*
- *persons with visible and/or invisible (physical and/or mental) disabilities;*
- *persons who identify as women; and*
- *persons of marginalized sexual orientations, gender identities, and gender expressions.*

*KPRDSB is committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Should you require accommodation through any stage of the recruitment process please make them known when contacted and we will work with you to meet your needs.*

**A Police Records Check, including a Vulnerable Sector Search and Pardoned Sexual Offenders Database Search, valid within six months from the date of hire, is a condition of employment with the Board**

Only those selected for an interview will be contacted.

**Diane Lloyd**  
*Chairperson of the Board*

**Rita Russo**  
*Director of Education*

**Educating for Success!**  
*Thank you for your application.*