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OPPORTUNITY PROFILE

**Director, Reconciliation, Equity,
Diversity & Inclusion**





City of Saskatoon

Saskatoon is a growing, thriving community, graced with the vibrant beauty of nature. The largest city in Saskatchewan, with a population just over 270,000, people choose Saskatoon as their place to live, work and raise a family for a variety of reasons. Situated in the South Saskatchewan River Valley, and surrounded by farmland, it is in a central, beautiful part of the province. Divided by the winding South Saskatchewan River, Saskatoon's east and west face are joined by a series of bridges lined with several kilometres of trails to jog, walk and explore. The City has a young demographic that welcomes people from all over Canada and the world, a diverse, multicultural city with over half the population under 40. Saskatoon has a strong, diversified economy with a wealth of resources in various industries including agriculture, potash, oil and uranium. Newer opportunities have emerged in crop science and renewable energy, research and technology.

- Saskatoon provides convenient amenities of a larger city, set in a beautiful natural setting.
- Saskatoon sits on the banks of the South Saskatchewan River and is surrounded by parks and green spaces.
- Saskatoon is one of the sunnier places in Canada, often with a giant blue sky overhead. Summer temperatures range from 20°C to 35°C, winters from 5°C to -30°C.
- Saskatoon enjoys one of the lowest costs of living among major cities in Canada, combined with low unemployment and a growing economy.
- Home to [John G. Diefenbaker International Airport](#) with flights from cities in Canada and North America.

For more information on Saskatoon visit [City of Saskatoon](#) and [Tourism Saskatoon](#).

We acknowledge that our community is located on Treaty 6 Territory and the traditional Homeland of the Métis. Indigenous people of primarily Cree, Dakota and Saulteaux descent have called Saskatoon home for thousands of years. Today, Saskatoon is home to Indigenous people from a diversity of cultures and language groups.



Build a Career, Shape a City

The City of Saskatoon is a place where you can build a career and make a difference in your community. As a municipal government, we offer a range of core public services such as roads, transit, parks, water, police and fire to over 270,000 residents.

Saskatoon continues to be one of Canada's fastest growing cities, and this strong population growth creates a workplace culture where exciting and rewarding opportunities for a dynamic and fulfilling career await.

Living Our Values... every day

The City prides itself on living its core values of People Matter, Respect, Integrity, Safety, Trust and Courage. We live our values every day to help us achieve our vision of making Saskatoon a great place to live, work, learn and play. We want people who connect to our vision and our values.

We are committed to continuous improvement, innovation, and attracting talented people from all over Canada and around the globe.

We offer an inclusive workplace that embraces diverse backgrounds. The City of Saskatoon is proud to be an Employment Equity Partner with the Saskatchewan Human Rights Commission (SHRC) and we continue to make progress towards having a workforce that represents Saskatchewan's population.

When our workplace reflects the community we serve, it makes us a better city.

Director, Reconciliation, Equity, Diversity & Inclusion

Position Summary

The Director is accountable for providing vision, leadership and strategic direction to the Reconciliation, Equity, Diversity, and Inclusion department. This role is responsible for identifying and addressing equity



and inclusion barriers related to municipal services, policies, and programs to strengthen and further advance the City's commitment to equity, inclusion and reconciliation. The Director, via leadership of their team, will be responsible to lead the development of internal and external policy and process frameworks aimed at strengthening relationships and consultation activities with various internal and external stakeholders/rightsholders. They will provide strategic leadership and advice with respect to Truth and Reconciliation, gender equity, inclusive practices, and anti-racism initiatives across City departments and divisions. A major focus of the role will be to enhance inclusive practices in alignment with our corporate values of People Matter, Respect One Another, Act and Communicate with Integrity, Safety in All We Do, Trust Makes Us Stronger and Courage to Move Forward.

A major focus of this position will be creating a long-term REDI strategy that will:

- Identify and remove systemic and institutionalized racism and discrimination.
- Incorporate equity, diversity and inclusion principles in the City's organizational practices and decision-making processes.
- Steward the organization's shift to a one-City approach towards decolonization and reconciliation.

Major Responsibilities

Leads the development, delivery, evaluation, and improvement of programs, projects, services, and operations by:

- Establishing the department's vision, objectives, and priorities.
- Leading the development and implementation of organizational strategies, action plans, policies, guidelines, systems, processes, and procedures, while tracking outcomes to ensure desired impact is achieved.
- Building partnerships and integrating work across the organization to collectively address systemic barriers and dismantle inequity.
- Provides leadership, guidance, and mentorship ensuring the team is equipped with the right skills, tools, supports and perspectives necessary to support the organization's long-term strategies.



- Leading the development and collection of ongoing client/stakeholder/rightsholder feedback, the analysis, the reporting, and mechanisms to integrate findings.
- Provides leadership in the areas of Reconciliation, Inclusion, Equity and Diversity that contributes perspective, insights, and knowledge, and takes a balanced consultative and systematic approach to enable the organization to achieve meaningful and sustainable outcomes.
- Managing ongoing research, evaluation, implementation and/or adaptation of industry best practices, trends, and existing or changing legislative and regulatory requirements.
- Fosters organizational alignment and accountability to ensure the achievement of long term REDI objectives. Ensures systems and processes are streamlined and user friendly.
- Defining key performance indicators based on metrics for Inclusion, Equity and Diversity programs and processes, aligned with business and organizational objectives.
- Writing or overseeing the preparation of various reports.
- Developing annual and/or multi-year forecasts for capital, operating and indicative budgets, as appropriate, including identifying year-over-year budget pressures and preparing justifications.
- Providing strategic guidance and advice to the Division Chief/General Manager, ELT and Members of Council on emerging issues, reports, programs, services, and projects.
- Managing contracted services on an ongoing basis (professional/consultation services).
- Developing and maintaining effective working relationships with other leaders, staff, community, and appropriate partners/contacts in other Levels of government, institutions/organizations and private industry.

Accountabilities

- Advanced understanding of anti-racism, anti-oppression, equity, diversity, and inclusion (EDI) frameworks.
- Advanced understanding of community-based social development frameworks.
- Demonstrated ability to actively listen, ask questions to understand, be transparent with business practices to build trust and strengthen relationships.
- Collaborative: has a decision-making style that includes others in the process.
- Superior political acumen and a high level of comfort working with ambiguity.
- Problem solving and data analysis skills.



- Knowledge of human rights, accessibility, and other related legislation.
- Principles and methods of economic, financial, social, and political risk analysis.
- Principles and practices of public policy and business administration.
- Project management principles and practices.
- Management practices in a unionized work environment.

Education and Experience

- Post-secondary education in a relevant discipline or an equivalent combination of education and experience in the EDI field. Educational and experience equivalences will be considered. An MBA or related master's discipline would be considered an asset.
- Directly related experience in leading organizational change in diversity, equity, and inclusion (DEI), indigenous rights, or related field.
- 5+ years of leading and managing staff is preferred.
- Demonstrable experience of creating an inclusive culture where all individuals feel supported to work at their best.
- Experience in metrics, data analysis and translating trends into innovative practices that achieve the desired outcomes.
- Project management background is preferred. Experience in designing strategies from scratch and translating strategies into actionable, measurable, and achievable plans would be considered an asset.
- Experience developing and advancing anti-racism, Truth and Reconciliation initiatives, gender equity and 2SLGBTQ+ rights and initiatives.
- Demonstrated knowledge and understanding of the Truth and Reconciliation Calls to Action, Missing and Murdered Indigenous Women and Girls Calls for Justice, United Nations Declaration on the Rights of Indigenous People, Black Lives Matter, Anti-Asian Hate, Islamophobia, gender equity, rights of 2SLGBTQ+ and Persons with Disabilities.



the right people

- Ability to handle highly confidential and sensitive information.
- Preference will be given to individuals from designated equity groups. Lived experience is considered an asset.

Competencies

Leadership/Vision - Demonstrated ability to build a shared, compelling and credible vision of the future, influencing people to ensure outcomes that support achieving the vision; a culture of leadership.

Management of People and Processes - Demonstrated ability to build trust, manage performance, develop people and delegate work appropriately. Ability to work with staff, users and stakeholders to develop and define process.

Support for Progress - Demonstrated ability to initiate, implement, and support innovation and institutional change and enhance programs and services.

Results Orientation - Focuses on results and completing objectives within the framework defined by the City's plans and policies.

Personal Effectiveness - Demonstrates an ability to reflect, clarify and commit to what is important, take responsibility for growth and development, and contribute to positive and productive work and learning environments.

Communication - Demonstrated ability to convey information and ideas to individuals in a manner that engages the audience and helps them understand, retain, and respond to the message.

Relationship Building - Demonstrated ability to develop the rapport necessary to build, maintain and/or strengthen partnerships and relationships.

Express Your Enthusiasm for This Role

Email a convincing cover letter and tailored resume (PDF or Word) to **Allan Nelson or John Dugdale** at calgary@leadersinternational.com indicating the job title in the subject line of the email.

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