



www.keyano.ca

OPPORTUNITY PROFILE

Director, Research, Learning & Innovation



ABOUT KEYANO COLLEGE

We respectfully acknowledge that we are on Treaty No. 8 Territory, the traditional meeting grounds and gathering places of our First Nations, Métis, and Inuit peoples.

Keyano is a Cree word roughly translated, means, "Sharing".

Keyano College is a comprehensive community institution in the [Regional Municipality of Wood Buffalo](#). Stretching from north-central Alberta to the borders of Saskatchewan and the Northwest Territories, Wood Buffalo is one of the largest municipalities in Canada.

Keyano serves students through its [Clearwater Campus](#) and [Suncor Energy Industrial Centre](#) in Fort McMurray.

The College meets both the training and skills acquisition needs of industry and the personal enrichment and cultural needs of the Wood Buffalo community. Keyano provides opportunities for lifelong, relevant, and practical learning and is committed to increasing access to post-secondary programs.

The College offers programs that lead to [certificates](#), [diplomas](#), [certificates of qualification \(trades\)](#), and [baccalaureate degrees](#). The College also supports the development of professional knowledge and skills in several sectors, including energy, construction, business, health and safety, arts, sciences, education, human services, and transportation. A wide range of [corporate training](#) options are available to client companies, as well as Indigenous Education and Regional Stewardship programming focused on improving access to learning opportunities.

VISION - Keyano, educating to change lives.

MISSION - In partnership with industry and community, develop a relevant workforce and leaders of tomorrow, in a safe learning environment that embraces equity, diversity, and inclusivity (EDI).

Visit www.keyano.ca for more information.

THE OPPORTUNITY

The Research, Learning and Innovation Centre (RLIC) at Keyano College oversees all applied research activities, and guides related institutional strategies. The RLIC objectives should align with and support the College's Vision and Mission, and strategic plans. This would include cultivating applied research activities and supporting and encouraging innovation. This would also require facilitating the inclusion of applied research into all academic programming, administration of capital, communications, government relations, community relations, stakeholder relations, financial reporting, and leading grant applications.

The Director of Research, Learning and Innovation oversees and facilitates students, faculty and partner agencies engaged in *applied research*. This includes promoting, distributing, collaborating, writing, and submitting applications

for funding. The Director is also responsible for monitoring and reporting on these research activities. The Director works with various stakeholders and agencies and implements activities that elicit support from all constituencies, including industry, government, and the community. The director plays a key role in guiding and providing strategic support for teaching and learning including providing academic skills assistance to learners, supporting faculty in implementing innovative teaching methods, ensuring access to a wide range of digital education tools and technologies, and offering comprehensive training and support to both faculty members and students. The Director provides leadership to approximately 15 staff, including 6 in Teaching and Learning, 6 in Library Services and 6 at the Academic Success Centres. The Director also oversees an overall budget of approximately 2 million and is an integrated part of the Dean's Council.

KEY ROLES & RESPONSIBILITIES

Strategic Planning

- Anticipates emerging trends and creates opportunities that pursue the College's strategic vision.
- Leverages business insight, financial acumen, and operational rigour to seek out partnerships for applied research and innovative activities, thereby building long-term and sustainable success.
- Models and enables creative thinking, innovation, and risk-taking to create new solutions and collaborative research opportunities.
- Prepares and implements an annual strategic plan to achieve the Research, Learning and Innovation Centre's (RLIC) goals and objectives.
- Ensures that College policies specific to research and scholarly work are in place and are adhered to.
- Provides leadership and training to the College faculty regarding applied research, scholarly activity, and innovation.
- Guides and supports faculty members in implementing innovative teaching approaches and ensuring the availability and integration of digital education tools and technologies.
- Promotes a student-centered approach and learning support services to enhance the learning experience and student success.

Stakeholder Relations

- Builds strong collaborative relationships with external and internal stakeholders through applied research and innovation that benefits student learning and leverages all elements of the organization.
- Collaborates with industry and stakeholders in ensuring curriculum and instructional practices align with the demands and trends of industry. Develops collaborative agreements, proposals, and action plans with external agencies for applied research and innovation activities conducted all or in part by the College.
- Monitors, develops, and implements policies and procedures that advance the College's applied research strategy or promote collaboration with stakeholders in other agencies.
- Drafts and submits various reports to external agencies relating to applied research and innovation activity.
- Attends academic and other related functions as a representative of the College.

Leadership & Supervision

- Brings authenticity, emotional intelligence, and accountability to develop leadership that empowers individuals and teams to pursue applied research and innovation.
- Establishes a workplace environment that is safe, inclusive, respectful, and efficient at producing results.

- Addresses workplace issues as they arise, resolves conflicts and follows disciplinary procedures in collaboration with Human Resources.
- Responsible for the recruitment, selection, training, performance evaluation, and discipline of the faculty and staff in the Research, Learning and Innovation Centre [RLIC].
- Accountable for applied research, learning and innovation activities to ensure they are completed based on the project's plan.

Financial & Budget Management

- Ensures transparency and accountability in all financial decisions supporting the College's strategic goal(s) for applied research, learning and innovation.
- Ensures effective financial oversight of research grants, departmental funds, and any other sources of revenue through the creation and submission of reports to funding, government, or other applicable agencies.
- Hires staff as required for applied research projects adhering to approved budgets and academic requirements.

KEY PRIORITIES & CHALLENGES

- Assist in the implementation of Academic and Research Plan.
- Continue to seek and secure additional grant funding including with tri-council agencies.
- Continue to grow the broader research portfolio.
- Amongst other responsibilities, the Director will ensure effective communication with all staff and continue to improve collaboration amongst the broader team.
- Provide academic student support.
- Exhibit student center values.
- Build strong relationships with community and industry partners.

THE PERSON

QUALIFICATIONS & EDUCATION REQUIREMENTS

- Graduate degree (preferably at the doctoral level or the equivalent in education, training, and related experience).
- A strong track record in leading and/or facilitating applied research and technology transfer. Experience in higher education sector will be desired.
- Demonstrated evidence of working knowledge of the various research grant and funding entities on a provincial and national level.
- Experience in financial management and reporting. Including the creation and submission of reports to funding, government, or other applicable agencies.
- Evidence of recent and relevant experience in interdisciplinary at other collaborative research partnerships is required.
- Demonstrated experience and skills in establishing and managing relationships with external stakeholders.
- Leadership experience building and supervising high-performing teams.
- Previous instructional experience in post-secondary education is preferred.

- Understands synchronous versus asynchronous learning and, multimodal delivery and teaching approaches.

KNOWLEDGE, SKILLS & ATTRIBUTES

Strategic and Visionary Leadership - An agile thinker—sees bold future possibilities and positions the College to harness emerging opportunities and challenges. Thinks beyond current boundaries and makes innovative ideas practical. Engages others and gains their commitment to a shared vision for the future. Creates an environment where research and exploration are encouraged, and excellence is recognized and celebrated. Embraces collaboration as an operating style and encourages participation, using a problem-solving approach. Thinks strategically and exhibits a critical sense of judgment when making strategic choices. Fosters teamwork. Has outstanding social poise, leaves a positive lasting impression, becoming a reassurance presence and gaining followership. Delegates effectively—empowers others to take full responsibility by providing encouragement, resources, and authority. Possesses a visionary mindset and is skilled at analyzing complex situations and making informed decisions. An adept problem-solver that can find innovative solutions to challenges. Inspires and motivates others, navigates change, and builds strong relationships. With a long-term focus and a commitment to continuous learning, drives sustainable growth and guides organizations toward success.

Team Player/Collaborative – Demonstrated success leading a team and values the contributions of others. Is reliable; fulfills their commitments and maintains accountability. Builds enthusiasm for goals and approaches challenges with a positive attitude. Trustworthy and respectful; navigates conflicts constructively and prioritizes the team’s collective success.

Relationship Management Skills – Fosters and nurtures positive and collaborative working relationships with various stakeholders, both internal and external industry partners, etc. This includes industry partners, community groups, government entities, Indigenous communities, funding agencies, students, faculty, deans, and other potential partners.

Communication Skills – Communicates directly and transparently with various audiences and effectively conveys information to all stakeholders. Has excellent written and verbal communication skills and impressive presentation abilities.

Resourceful - Collaborative and creative; explores possibilities, uses available resources efficiently and works with team members to achieve tasks. Seizes opportunities while understanding the importance of working with limited resources.

Proactive and Self-Motivated – Takes initiative and contributes actively to the organization’s goals. Goes above and beyond their assigned tasks, seeks opportunities to contribute, and proactively offers help to their teammates.

COMPENSATION

A competitive compensation package will be provided, including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

EXPRESS YOUR ENTHUSIASM

Email a cover letter and tailored resume (PDF or Word document only) to edmonton@leadersinternational.com indicating the job title in the email’s subject line.

For further information contact:

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