



100 John West Way
Aurora, Ontario
L4G 6J1
905-727-3123
aurora.ca

Town of Aurora

Employment Opportunity

Corporate Services

Division of Human Resources

Accessibility Advisor

Permanent, Full-Time

\$78,779.74 to \$98,474.80 annually

Reporting to the Manager, Project Management Office and Business Transformation, the Accessibility Advisor is responsible for providing leadership, championing change and fostering a culture of access, diversity and inclusion throughout the organization. This position leads strategic policy development, policy analysis, research and program development to meet corporations access, diversity and inclusion goals; providing policy advice and direction to all Town departments in preparing for and responding to Accessibility for Ontarians with Disabilities Act, 2005 (A.O.D.A) and Human Rights Code standards. The role is responsible for delivery of training and workshops to develop staff, preparing and managing divisions budget, preparing compliance, committee and council reports as well as providing support to statutory committees and internal working groups to facilitate legislative and corporate goals.

To be considered for this exciting opportunity, you possess a University degree in Public Administration, Planning or Social Sciences or related field combined with 3-5 years of experience in municipal or provincial policy development. Participation in the Ontario Network of Accessibility Professionals is strongly encouraged.

Knowledge of legislation including the Accessibility for Ontarians with Disabilities Act, 2005, Ontario Disabilities Act, Accessible Canada Act and Human Rights Code, and the ability to interpret and translate regulatory requirements and options.

You will possess Project management and presentation skills with the ability to work independently to provide deliverables that meet demanding timelines. Excellent interpersonal and communication skills and the ability to deal courteously and effectively with all levels of staff, the general public, government officials, external agencies and organizations is required.

Successful applicants to this position will be required to provide a **Police Criminal Record Check** that is satisfactory to the Town prior to their start date at the applicants own cost. Incumbents in this role will be required to submit their **Vulnerable Sector Screening Check** to Human Resources every five (5) years.

All Town of Aurora employees are required to disclose their vaccination status and be fully vaccinated as a condition of hire in accordance with the Town's Mandatory COVID-19 Vaccination Policy.

If you are interested in joining our dedicated team of municipal professionals, please forward your resume to: Human Resources, Town of Aurora, 100 John West Way, Box 1000, Aurora, Ontario, L4G 6J1 or email to: hr@aurora.ca by **May 19, 2022** quoting the job title and reference number **22-53**.

The Town of Aurora is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you are contacted for a job opportunity, please advise the Human Resources Division of any accommodations needed to ensure you have access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Human Resources Division at 905-727-3123.

Posting date: May 5, 2022
Job ID# 22-53