



Position: DEI Specialist

Our vision at Electricity Human Resources Canada (EHRC) is to build a world class electricity workforce - one that that will power our nation's grid, ensure reliability, and support a clean economy for future generations. We deliver critical business intelligence to inform labour market decision making, and lead the industry in shaping a safety-focused, highly skilled, and inclusive workforce.

As Canada's national voice for HR priorities in our sector, we are the only organization that brings together industry, academia, labour and policy makers to identify and forecast workforce priorities and find practical solutions to our most critical talent issues. That future must be built upon inclusive policies that support a skilled and diverse workforce. Canada's electricity workforce includes a much lower representation of women, Indigenous people, racialized people, persons with disabilities, LGBTQ+, gender diverse people and newcomers to Canada than is present in our overall population. EHRC is committed to working with the sector to help employers advance, integrate and prioritize diversity, equity and inclusion in their organization's policies, processes, culture, and workplace environment.

As such, EHRC is seeking a full-time **Diversity, Equity, and Inclusion Specialist** to support our initiatives in engaging with employers, unions, educational institutions and other stakeholders as they begin and/or continue to improve inclusion in their organizations, leading to long term systemic change in the sector overall.

Reporting to the Executive Leadership team, the DEI Specialist will also be responsible for supporting EHRC's renowned [Leadership Accord for Diversity Equity and Inclusion](#) and supporting Accord signatories to foster an inclusive workplace culture. Signatories commit to ensuring that under-represented groups are supported in their employment and provided with equal opportunities to grow and develop to their full potential. And it commits organizations to implementing and measuring change over two-year timeframes. This is an opportunity for the specialist to play a key role in driving measurable change and bring together organizations from across Canada to share best practices and innovation, both domestically and internationally.

Key Responsibilities:

- Provide leadership in ensuring that EHRC programs, products and resources have been created and reviewed with an equity lens at all stages of the development process.
- Conduct ongoing research on DEI trends and best practices and work with EHRC's research team to manage the collection, validation and disclosure of DEI related data for internal and external reporting.
- Recommend and implement policies, practices, programs, and organizational behaviours that foster authentic diversity, equity and inclusion within EHRC and its client programs.
- Support the growth of the *Leadership Accord*, increasing the number of signatories and advocates and measuring its success through success stories and data analytics.



- Support the identification of content and speakers for EHRC's Agents of Change event, a yearly conference that brings together Canada's electricity sector leaders, HR directors, and DEI champions to equip participants with current best practices and valuable resources to address DEI challenges.
- Work with internal stakeholders to develop and deliver DEI related speaker series, events and training programs.
- Provide product/market feedback to the Marketing and Communications department on the representation of diverse identities and experiences in content, including Indigenous, Women, Black, racialized, and 2SLGBTQIA+ peoples as well as other groups that remain underrepresented within the sector.
- Develop and facilitate professional learning for EHRC employees to develop cultural competency; build capacity to speak to issues of equity, anti-oppression, and systemic discrimination;
- Represent EHRC at relevant conferences and events including policy discussions with provincial and federal governments, as required.
- Support EHRC business development activities through the delivery of DEI training to clients virtually and/or in person.

Education:

Post-secondary degree in a relevant area of study, preferably with a focus on equity studies, social justice education, human rights, or an equivalent combination of education and experience. Equivalent qualifications would be relevant experience that demonstrates strong understanding and application of the principles and practices of diversity, equity and inclusion. Should be familiar with Gender-based Analysis Plus (GBA+).

Experience and Skills

- Demonstrated experience in developing and/or evaluating resources or programs with an equity lens within an institutional or educational environment
- Comprehensive knowledge of social inequities, human rights, anti-racism and all forms of anti-oppression including current research and best practices
- Excellent interpersonal skills including a record of working collaboratively with a wide range of constituencies who may have diverse viewpoints and needs, and a willingness to engage in challenging conversations
- Demonstrated experience analyzing and presenting data as well as developing and facilitating trainings to build DEI knowledge and capacity
- A strong knowledge of Canadian Human Rights Code, employment legislation in various provinces and an awareness of international human rights standards and obligations
- Experience implementing or providing consultative support for staff implementing organization procedures and organizational change.
- Experience developing DEI plans that respond effectively to internal, environmental, political, and fiscal realities.



- Exceptional interpersonal skills with the ability to work well both independently and collaboratively within a team environment.
- Excellent communication skills (verbal and written) with the ability to interact with individuals at all levels within the organization with tact and diplomacy.
- Strong organizational and time management skills to effectively prioritize and meet deadlines in a high-pressure environment.
- Determined with a can-do, hands-on approach, driven by delivery and end results.
- Fluency in English, written and spoken, is required.
- Bilingual in English and French (written and spoken) is an asset.

Work Environment and Compensation

- This is a full-time permanent position.
- While the preferred location for this position is Ottawa or Toronto we are open to the possibility of this position being fully remote. We have a small office environment with a team of 25+ staff in Ottawa and a hybrid work model with three days in-office and 2-days work-from-home.
- Opportunity to travel across Canada
- We offer a great benefits package that includes a flexible health care spending account, prescription drug coverage, Employee Assistance Program, life insurance, three weeks vacation, additional bonus vacation days and a volunteer day.
- RRSP matching after one year of service.
- Professional development and skill-building opportunities.
- Salary will be commensurate with experience and qualifications (\$75,000 – \$95,000).

To Apply

EHRC is an enthusiastic equal opportunity employer and committed to providing an inclusive work environment. We encourage qualified applications from employment equity groups including but not limited to Indigenous peoples, women, people of colour, people with disabilities, and members of 2SLGBTQ+ communities.

Please contact us in confidence if you require accommodations at any stage of the recruitment process.

To apply, submit your application cover letter and resume to Warren Shapiro at warren@redoverrecruitment.com by April 28, 2023.

We thank all candidates for applying but only those candidates selected for an interview will be contacted.

About Electricity Human Resources Canada

Electricity is one of Canada's essential utilities. More than 100,000 Canadians are involved in generating, transmitting and distributing it. Their work powers homes and businesses across the country, fuelling everything from light bulbs, cell phones and refrigerators to water treatment plants and road vehicle assembly lines.



However, in the face of changing demographics and technology, the industry's highly skilled workforce needs to grow and adapt. Electricity Human Resources Canada is an enabler, a research hub, a convener and an active partner helping industry meet these challenges to secure Canada's long-term electricity supply.

As a trusted source of objective research, information and tools about labour market and human resource trends, EHRC helps the Canadian electricity workforce grow and remain innovative while striving to improve the quality of service to Canadians. Above all, we provide evidence-based solutions to the human resource challenges facing the electricity industry.

The EHRC office is located on unceded territory of the Algonquin Anishinaabe Nation. We extend our respect to all First Nations, Inuit, and Métis peoples for their valuable contributions past and present.