



## **Director of Race, Equity, and Inclusion**

Vancouver | Victoria, British Columbia

Full-time Permanent

### **About Us**

Founded in 1918, The Canadian Mental Health Association (CMHA) is a national charity that helps maintain and improve mental health for all Canadians. As a nation-wide leader and champion for mental health and addiction, we help people access the community resources they need to build resilience and support recovery from mental illness and/or addiction. Mental health, substance use and addictive behaviour are within the scope of CMHA BC Division, and we provide a wide range of innovative services and supports tailored to and in partnership with our diverse communities.

### **About You**

As the Director of Race, Equity, and Inclusion you demonstrate an interest and passion for mental wellness and anti-oppressive work. You are a leader with expertise in strategic vision and planning, policy and program development, and demonstrate proficiency in providing education and facilitation. You are highly skilled at providing strategic advice in complex situations, and can easily adapt to change. You provide an intersectional lens that is centered on safety, diversity, and inclusion to maximize organizational impact.

You engage and work collaboratively with others to determine long-term strategic goals. You are a skilled project manager that values transparency to promote anti-racist and inclusive programs and policies. You utilize your expertise to create a platform for dialogue when racism, and micro aggressions emerge in the workplace. You uphold the values of the organization while establishing programs that promote equity for the BIPOC community, and the intersections of diverse lived experience and abilities.

### **About the Role**

Reporting to the CEO, the Director of Race, Equity and Inclusion will develop and embed cultural competency, equity & social justice into CMHA BC's everyday work with a long-term strategic approach. The Director will provide strategic advice and tactical support to CMHA BC's Leadership.

The Director is accountable to create an annual Race, Equity, and Inclusion (REI) plan drawn from CMHA BC's long-term strategic plan, mission, vision, and values. They will oversee and champion organization-wide diversity and inclusion initiatives to support the objectives in the REI plan while fostering a diverse, safe, and inclusive culture.

### **Duties & Responsibilities**

Under the supervision of the Chief Executive Officer:

#### **Strategic Vision and Planning:**

- Engage and work collaboratively with the REI Committee, CMHA BC Leadership and the Board to determine a long-term strategic plan.
- Develop and lead CMHA BC's REI, and social justice initiatives, programs and policies, in close collaboration with the CMHA BC's REI Committee.



- Create and implement an annual REI strategic plan in line with the REI Terms of Reference and CMHA BC's long-term strategy.
- Create a framework that would keep Leaders accountable through SMART goals.
- Specific, Measurable, Accountable, Reliable, Time-bound - and would champion measurable outcomes.
- Institute a tracking and reporting system to measure progress against the REI goals for each department.

**Development of Policy and Programming:**

- Promote anti-racist and inclusive program and policies.
- Direct meetings and directing change initiatives.
- Establish learning programs to increase awareness and support of race, equity, and inclusion and cultural proficiency in the association.
- Engage and work with various employee groups to build collaborative partnerships, resolve disparate impacts and advance social justice across the association.
- Consider establishing programs that would promote equity for BIPOC, and intersection of diverse lived experience and abilities.

**Providing Advice, Education, Resources, and Facilitation:**

- Act as a change agent to inspire and influence Leaders to make the changes necessary for the systemic transformation in CMHA BC's way of doing things including attitudes and behaviors.
- Direct meetings and REI related change when needed.
- Demonstrate consistent leadership in race, equity and inclusion by bringing external leaders/professionals, board members and/or some internal leaders to lead the meetings.
- Promote growth and education through internal programming.
- Visibly and actively communicate why the transformation is a good idea for the association, leaders and employees.
- Create opportunities for employees to join in and collaborate on REI topics.
- Create a platform for dialogue when racism, micro aggression emerges at the workplace. Be a liaison between parties including union, employer, and employee.
- Organize annual anti-racism workshops, and training plan for REI topics.
- Create annual budget for REI resources and education.

**Desired Education & Experience**

- Bachelor's Degree in a relevant area supplemented by a minimum of three years' related experience as an organizational change agent leading diversity initiative. An equivalent combination of training and experience will be considered.
- Working knowledge of employment standards, human rights/duty to accommodate and Employment Equity legislation with strong analytical and problem-solving skills.
- Knowledgeable about colonial effects on Canada's identity, have sound understanding of decolonization, indigenization concepts as well as the Truth and Reconciliation Commission of Canada's final report and Calls to Action.
- Excellent presentation, facilitation, and public speaking skills.
- Proven ability to build solid relationships and work collaboratively with subject matter experts in various fields and at all levels within the organization up to and including senior management.



- Ability to conduct research and effectively write reports.
- Proficient with MS Office and comfortable with spreadsheets/data analysis.
- Demonstrated project management skills with proven experience leading projects.
- Proven ability to build strong relationships and credibility with external partners, including having knowledge of outreach organizations and government programs supporting members of equity groups at a local, provincial and national level.

### **Working Conditions**

This full time position is based out of the Vancouver or the Victoria office. Due to COVID- 19, if the offices remain closed, the work will be completed remotely. The Director is an excluded role subject to the compensation reference plan of Health Employers Association of BC.

### **How to Apply**

Please submit your resume along with a cover letter, clearly documenting how you satisfy the requirements outlined in this job posting to [cmha.careers@cmha.bc.ca](mailto:cmha.careers@cmha.bc.ca). by 5 p.m. April 7, 2021. We regret that only short-listed candidates will be contacted to schedule an interview.

Thank you for your interest in work at CMHA BC Division.

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