



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/04/18

Accessibility Facilitator

Job ID	72-B2-98-50-7B-C6	
Web Address	https://careers.indigenous.link/viewjob?jobname=72-B2-98-50-7B-C6	
Company	Red River College	
Location	Winnipeg, Manitoba	
Date Posted	From: 2020-01-10	To: 2020-01-24
Job	Type: Full-time	Category: Education
Languages	English	

Description

Accessibility Facilitator

Student Support Services

Position Location: Notre Dame Campus (Winnipeg, MB)

Full-Time Position Available

An eligibility list may be created for similar casual, part-time, full-time, and term positions

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties: Reporting to the Supervisor of Exam Accommodations, the Accessibility Facilitator will provide a variety of services to students with disabilities. The incumbent will assist Exam Accommodations staff in the day-to-day operations of the unit including registering students for exam accommodations, organizing and scheduling exams, and proctoring exams, while maintaining exam integrity and adhering to College policies. The incumbent will also assist in the processing of requests for alternate format print materials, including obtaining alternate formats from external sources and creating alternate formats in-house.

REQUIRED QUALIFICATIONS

- Diploma in a related discipline (e.g., Disability Studies, Business Administration). An equivalent combination of education and experience may be considered
- Several years of experience working directly with persons with disabilities and an understanding of disability issues, both generally, and in a post-secondary education setting
- Several years of general office administration experience
- Demonstrated ability to prioritize and handle a high volume and diverse workload with a high degree of organization, accuracy, and attention to detail
- Strong problem solving skills, sound judgment, and ability to react quickly and appropriately in stressful situations
- Excellent verbal communication skills
- Exceptional written communication skills
- Excellent interpersonal communication skills
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

ASSET QUALIFICATIONS

- Direct experience working with adults with disabilities in a post-secondary environment
- Knowledge and understanding of assistive technology and alternate format production
- Experience using ClockWork scheduling software

CONDITIONS OF EMPLOYMENT

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- This position may be required to work overtime

How to Apply

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email

Apply to Red River College by email: humanresources@rrc.ca

An eligibility list may be created for similar casual, part-time, full-time, and term positions

We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition #: 2020-007

Closing Date: January 24, 2020

Salary: \$42,990 - \$58,801 per annum

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires accommodation during the application or selection process, Human Resource Services will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit www.rrc.ca/hr

2055 Notre Dame Ave, Winnipeg, Manitoba, Canada R3H0J9