



# 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

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## Appeals Specialist

<b>Job ID</b>	<b>8B-F5-7D-62-8E-BE</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=8B-F5-7D-62-8E-BE">https://careers.indigenous.link/viewjob?jobname=8B-F5-7D-62-8E-BE</a>	
<b>Company</b>	Western University	
<b>Location</b>	London, Ontario	
<b>Date Posted</b>	From: 2021-02-24	To: 2021-03-26
<b>Job</b>	Type: Part-time	Category: Law
<b>Job Salary</b>	\$45 To \$55 Per Hour, Commensurate With Experience	
<b>Languages</b>	English	

### Description

This is a regular part time opportunity. Hours will vary, to a maximum of 24 per week.

Western University's vision is to be a destination of choice for the world's brightest minds seeking the best student experience at a leading Canadian research university. Combining more than 1,400 faculty, 2500 administrative staff, and 32,500 students, Western has established itself as a globally recognized destination for academic excellence and leadership development achieved through learning and research. Western prepares future leaders to succeed, providing life-long opportunities for intellectual, social and cultural growth to better serve our communities.

The University Secretariat's mission is to manage and support the University's bicameral governance system in accordance with legal requirements and obligations, the University of Western Ontario Act, the bylaws and regulations of Senate and Board, and accepted best governance practices. The Secretariat also provides corporate services including compliance with freedom of information and protection of privacy.

The Appeals Advisor is a key resource, supporting student academic and non-academic appeals processes across campus. The successful candidate will have primary responsibility for oversight of the effective functioning of the Senate and Board's highest-level student academic and non-academic appeal tribunals, the Senate Review Board Academic and University Discipline Appeals Committee, ensuring that they operate in accordance with both University policies and legal requirements governing tribunals.

The Appeals Advisor also provides policy interpretation, assistance, direction, and advice to senior academic staff within Western's Faculties on student judicial issues and other academic matters, ensuring that Faculties are acting in accordance with Senate and Board policies.

### Experience

As our successful candidate, you enjoy working in a fast paced, evolving environment. Your critical thinking and analytical skills are exceptional, allowing you to assess complex policies and cases. You have significant understanding of administrative law principles and the requirements of due process, particularly as they apply to appeal processes within universities. Using your strong communication skills, you provide ongoing advice and assistance regarding proper handling of and

response to appeals, including drafting rationale or assisting the Committee with preparation of reasoning. You show mastery in problem-solving and an exceptional attention to detail, with an ability to compile, synthesize and interpret relevant data from a wide variety of sources. You demonstrate an outstanding ability to organize and manage a demanding schedule of conflicting priorities and deadlines, and you are able to use your impeccable judgment to determine importance, urgency and risk, while making clear decisions that are timely and in the best interest of the University. These skills are complemented by your University Degree (preferably a Masters), and your previous experience with legal studies, public policy, governance and higher education leadership.

### **How to Apply**

Please visit: <https://recruit.uwo.ca> to apply online to job reference #21466 by midnight on March 24, 2021.

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact Human Resources at [hrhelp@uwo.ca](mailto:hrhelp@uwo.ca) or phone 519-661-2194.