



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

L9 P23 R4074 HWY 596 - Box 109

Keewatin, ON P0X 1C0

Job Board Posting



Careers.Indigenous.Link

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Manager, Facilities & Operations

Job ID	9C-C3-43-BE-5C-B3	
Web Address	https://careers.indigenous.link/viewjob?jobname=9C-C3-43-BE-5C-B3	
Company	University Of Guelph	
Location	Guelph, Ontario	
Date Posted	From: 2023-01-31	To: 2023-03-02
Job	Type: Full-time	Category: Miscellaneous
Languages	English	

Description

Permanent, full-time position - Guelph, ON

The College of Arts (COA) at the University of Guelph has extensive physical operations to support its academic mission that span 13 buildings and almost 11,000 square metres of space, with many unique to arts, such as: the Arts Research Centre (ARC), with a black-box theatre, design studio, costume shop, scene workshop, a/v control room and sound booth, Improvisation Lab, and music studios and practice rooms; the Interdisciplinary Design Lab (IDL), equipped with 3-D printers, water jet cutter, and a digital haptic device for virtual sculpting; The Humanities Interdisciplinary Collaboration Lab (THINC Lab); and numerous facilities (e.g. studios, workshops, etc.) to support the fine arts (drawing, painting, photography, printmaking, sculpture, experimental) and galleries (e.g. Zavitz Gallery, Boarding House Gallery, School of Fine Art & Music Print and Study Collection).

This makes the role of Manager, Facilities and Operations, a sizable and interesting mandate, with responsibility for College operations that support academic programming, and the planning and maintenance of its facilities and many specialized spaces that support the performing arts. Reporting to the Associate Director, Finance and Operations, you'll provide extensive leadership and supervision across the College, including shared supervision for technical staff and administrative staff to support the School of English & Theatre Studies, and functional guidance throughout the College for all administrative staff.

Leading by example, you'll supervise event and building staff and students, and collaborate with units across campus (Physical Resources, Custodial Services, Scheduling, etc.) to facilitate smooth operations of COA facilities. With a track record of success handling multiple projects and deliverables, you'll also be expected to provide expert advice to the College's senior management team and manage all physical resources within the College, such as capital projects and planning, space utilization planning, general repair and maintenance, building operations, equipment maintenance, and health and safety.

REQUIREMENTS

To assume the role of Manager, Facilities & Operations, you must be a skilled leader and negotiator, adept at getting results in a multi-stakeholder environment with competing priorities, and possess:

- A Bachelor of Arts degree, ideally in the performing arts or a related field, combined with at least several years of relevant experience, or an equivalent combination of education and experience.
- Ability to prioritize and handle multiple projects and deliverables successfully.
- Experience dealing with complex and sensitive issues.
- Progressive leadership experience, with the ability to supervise and manage staff and resolve staff problems.
- Skills in negotiation and persuasion, which are critical for the implementation of projects and the operational plan.
- Excellent interpersonal and communication skills, and experience finding solutions for a complex organization with various competing stakeholder groups.
- An understanding of the Arts and Humanities and higher education research funding.
- Ability to work effectively both independently and as part of complex teams.

ASSETS:

- An undergraduate or graduate degree in business or management, or a postgraduate degree in arts management.
- Certification in project management such as a PMP.

- Knowledge of Canadian university operations, including understanding of teaching and research.

The University of Guelph (www.uoguelph.ca) is one of Canada's leading research-intensive comprehensive institutions, with a record of outstanding scholarship in the arts, humanities, social sciences, life sciences, physical and engineering sciences, agriculture and veterinary sciences. This is your chance to join us in our endeavour to improve life.

How to Apply

Click "Apply Now"

To view a detailed posting for the role of Manager, Facilities & Operations, including application instructions, please go to our website at www.uoguelph.ca/hr/careers. Applications, quoting Hiring #2023-0068, must be sent to: careers@uoguelph.ca.

At the University of Guelph, fostering a culture of inclusion is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.