

Sheridan

Manager, Equity, Diversity and Inclusion Projects Assessments and Evaluation

Faculty/Department: Inclusive Communities	Employee Group: Administrative
Campus: Trafalgar (May be assigned activity at any Sheridan campus)	Payband: NM
Reference #: 20/A/13	Hiring Range: \$96,615 - \$102,654
Application Deadline: March 18, 2020	
Application Details:	

Reporting to the VP Inclusive Communities, the Manager, Equity, Diversity and Inclusion Projects, Assessment and Evaluation is responsible for designing, planning, and leading the implementation of a data-driven approach to assess and evaluate the progress, outcomes, and impact of Equity, Diversity and Inclusion (EDI) initiatives across Sheridan.

Sheridan has made equity, diversity and inclusion institutional priorities. As such, strategic, meaningful and sustained improvements need to be supported by data and thoughtful analyses. The incumbent designs methodology, creates and compiles various primary and secondary datasets, and conducts analyses to both find areas that need to be enhanced and to test the effectiveness of different courses of action. The incumbent also provides ad hoc data analysis and insights to drive timely, data-driven and effective decisions in order to achieve operational excellence.

As the lead for evaluating EDI outcomes, the incumbent collaborates cross-functionally with colleagues and stakeholders at Sheridan and develops strategic recommendations. The incumbent will lead and support relevant project teams, conduct research, produce reports, facilitate workshops and perform other related tasks to meet EDI objectives.

Specific Responsibilities

- Establishing an EDI assessment framework for Sheridan internal stakeholders to ensure that fostering inclusion remains a shared responsibility
- Collaborating with IPA and the EDI team to design and maintain the infrastructure technology roadmap for the development of tools and data management platform, as well as some end-to-end reporting projects, from requirements gathering to operational support
- Collecting, reviewing, assessing and exploring an array of data using a variety of statistical technologies, techniques, and methodologies, within the context of the evolving body of knowledge related to equity, diversity and inclusion generally, within the higher education sector, and at Sheridan
- Researching and analyzing data to find and report insights to leadership to assist in identifying and achieving equity, diversity and inclusion goals
- Collaborating with internal stakeholders to plan, develop benchmarks and evaluation for EDI
- Developing plans for the implementation of the evaluation strategy and data development agenda in collaboration with internal Sheridan teams
- Producing reports
- Performing other duties/activities as required

Qualifications

- Master's Degree in Program Evaluation, Equity, Education, Anthropology, Social Sciences, Social Services Research, Computer Science/Information Technology, Business, Economics, Political Science, Law, or a related field along with 5 years experience in conducting and supporting program evaluations and/or social services research. (Or an equivalent combination of education and experience)
- Considerable experience with quantitative and qualitative evaluation/research methods, data collection, data manipulation, statistical analysis, and reporting
- Proven track record of using evaluation and evaluative thinking to drive the understanding, improvement, and communication of outcomes
- Extensive knowledge of computer security, knowledge discovery and statistical techniques

- Experience extracting, manipulating and validating data, and experience managing large data sets (e.g., data governance, access and security, quality)
- Experience and an advanced level of skills using Excel, databases, statistical software (e.g. SAS, SPSS) and BI or data visualization applications (e.g., Tableau, Power BI, Google Studio Data, Looker, etc.)
- Strong technical background, especially in process and program evaluation and applied mixed methods research
- Excellent interpersonal skills to maintain inter-professional team relationships with multiple stakeholders
- Ability to create and effectively present information and facilitate discussions with various audiences
- Excellent critical thinking, problem-solving and conflict resolution skills

Sheridan welcomes diversity in the workplace and encourages applications from all qualified individuals, including visible minorities, Indigenous People, and persons with disabilities. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), Sheridan is committed to accommodating applicants with disabilities throughout the hiring process. At any stage of the hiring process, Human Resources will work with applicants requesting accommodation.

Note: Copies of educational credentials are requested at the time of an interview. As a condition of employment, Sheridan requires confirmation of educational credentials in the form of an official Canadian transcript or an official evaluation of international credentials which determines Canadian equivalency.

Please apply online: <https://www.sheridancollege.ca/working-at-sheridan.aspx>