



# Executive Director

Faculty Association of the University of Calgary	Posting Date	Location	Salary Range (CAD)	Applications
tucfa.com	Sept 2024	Calgary, AB	\$120,000 - \$160,000	info@hwest.ca

## Organizational Profile

The Faculty Association of the University of Calgary is the association of academic staff members at the University of Calgary. Membership includes over 2,300 academic staff members. It is a democratic organization governed by by-laws instituted through membership referenda. All academic staff members of the University of Calgary are members of the Faculty Association and eligible to receive its services. It is the exclusive bargaining agent for the members of the academic staff.

Being an academic in a university setting means taking some responsibility for the University as a whole, and particularly defending the rights of colleagues for the academic freedoms and processes that are unique to our environment. This is necessary because as scholars we know well what a university should be and why society needs good universities. The traditions of good universities must be protected, and this protection must come from the academics that make up universities. It is the role of the Faculty Association to do just that: to ensure individual faculty members have equal access to justice, and that proper policies and procedures are in place to ensure that this goal is achieved. A 'fair environment' that discourages favouritism and protects faculty members from arbitrary decisions is the essential foundation of an intellectually independent and open university.

## About the Role

Reporting to the President, the Executive Director oversees the Association's daily operations, including human resources planning, staffing, and the delivery of member services, ensuring they are both effective and efficient. The Executive Director identifies and mitigates risks to safeguard the organization, while providing strategic leadership and professional guidance to the Board and its committees. The Executive Director builds and maintains positive relationships with regional and national academic staff associations, to ensure adherence to best financial practices and timely financial reporting. Responsibilities include managing financial accounts, investments, and audits, producing regular newsletters and information materials, and supporting the Executive and Board in strategic planning. Additionally, the role entails developing and approving salary scales and increment recommendations for office staff, and assisting with merit assessments, promotions, tenure, and career management as needed.

This is an incredible opportunity for an innovative strategic leader with management experience. The ideal candidate will have an undergraduate degree with a minimum of five (5) to eight (8) years of progressive responsible experience in a union leadership or related field.

*The salary for this position is \$120,000 - \$160,000 supplemented by a competitive total compensation plan.*

## Contact Details

Should you be interested in learning more about this unique opportunity with the Faculty Association of the University of Calgary, please contact Harbour West Consulting at 604-998-4032 or forward your resume, a letter of introduction and the names and contact information for three references, in confidence, to info@hwest.ca.

**Diversity, Equity + Inclusion:** Harbour West Consulting believes equity, diversity and inclusion are essential for the organizations we serve to achieve the business goals they strive for. We believe that everyone – no matter their gender, racialized identity, ethnicity, sexual orientation, age, ability, religion, political beliefs, family status, socioeconomic status, citizenship status, or Indigenous status – should have equitable access to jobs and opportunities. We strive to ensure the recruitment process unfolds in a fair, transparent, timely and open manner to include individuals previously underrepresented or discouraged from participating.