



University of Niagara Falls Canada

Vice President, Operations

The [University of Niagara Falls Canada](#) (UNF) is seeking its inaugural Vice President, Operations to help shape the future of Ontario's newest university. UNF is establishing itself as a high-quality 21st-century centre of higher education.

The University of Niagara Falls Canada is part of Global University Systems (GUS), an international network of private higher-education institutions, brought together by a shared passion for accessible, industry-relevant qualifications. The University operates under a bicameral governance system with a Board of Governors and an Academic Council.

This new model of innovation and transformation in the world of higher education has launched with the official opening in September 2024. Following approval from the Government of Ontario for a fully accredited university in 2022, GUS Canada revealed its plans to open the new university in downtown Niagara Falls. After extensive renovations of the Hatch Building, the state-of-the-art campus opened its doors to students in April 2024 for its Master of Data Analytics and Master of Management programs. In October, the University will welcome approximately 1,000 students into all five of its programs, including Honours Bachelor of Business Administration, Honours Bachelor of Science – Biomedical Sciences, and Master of Arts in Digital Media and Global Communications. More than 100 full-time jobs have been created at the University and that number will rise as operations expand. Future plans include a purpose-built campus with student accommodations, continuing the momentum of revitalization efforts and serving as a transformative anchor in the city's downtown core.

Reporting to the President and Vice-Chancellor, the Vice President, Operations is the chief administrative officer at UNF, providing leadership, oversight, and stewardship for the activities of its core support services. The Vice President, Operations will work closely with the President, senior team, and Board of Governors to ensure the effective and efficient administration of the portfolio's units and excellence in: strategic planning; facilities management; information technology; ancillary services; and other services such as reception, sustainability, and real estate and development activities.

The successful candidate will have senior leadership experience that could include administration, facilities management and/or information services and technology, backed by the education and professional credentials to ensure credibility and accountability. The new Vice President, Operations will have successfully played a major role in service delivery, ideally within the educational sector. Exceptional interpersonal and communications abilities with excellent judgment, problem-solving, and decision-making skills are essential in supporting the University's academic mission. Candidates will possess outstanding management expertise, the capacity to develop and lead strategic plans, and a demonstrated commitment

to team-building, innovation and collaboration, staff development, and stakeholder management.

The University is projected to have a substantial economic impact, including \$291 million in annual gross domestic product and \$194 million in labour income. The University's mission is to prepare graduates to be leaders in a digital world through customized, student-centred degree programs and research. All academic programs have been designed to promote a digital mindset characterized by digital fluency – a combination of technical proficiency, literacy, ethics and communication – and by a growth mindset that is future-focused, collaborative, change-oriented, and disposed toward continuous learning. UNF's innovative educational model will be built on a digital-mindset foundation, preparing graduates for success in the new economy.

The University of Niagara Falls Canada (UNF) is strongly committed to equity, diversity, and inclusivity within its community and especially invites applications from all qualified candidates. Racialized persons / persons of color, women, Indigenous / Aboriginal People of North America, persons with disabilities, 2SLGBTQI+ persons, and others who may contribute to the further diversification of ideas are encouraged to apply.

We recognize that applicants may have had obligations outside of work that have negatively impacted their record of achievements (e.g., parental, elder care, and/or medical). You are not required to disclose these obligations in the hiring process. If you choose to do so, UNF will ensure that these obligations do not negatively impact the assessment of your qualifications for the position.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

We will accommodate the needs of the applicants and the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the selection process, please advise jobs@unfc.ca to ensure your accessibility needs are accommodated through this process. Information received relating to accommodation measures will be addressed confidentially.

The consultants will begin review of candidates immediately, with committee consultation later in the fall. The search will continue until the position is successfully filled, ideally in January 2025. Applications should include a letter of interest, curriculum vitae, and the names of three references (who will not be contacted without the consent of the candidate), and should be submitted in confidence to the University's executive search consultants:

Laverne Smith & Associates Inc.
UNF@lavernesmith.com

We are situated on the traditional territory of the Haudenosaunee, Hattiwendaronk and Anishinaabe peoples. We also acknowledge the many other First Nations, Métis, and Inuit peoples who call this region home.

We commit to building relationships based on respect, reciprocity, and reconciliation as we work, learn, and gather on this land. Furthermore, we acknowledge that the Niagara region is situated on treaty land, and we stand with all Indigenous peoples, past and present, in promoting the wise stewardship of the lands on which we live.