

At UBC, we believe that attracting and sustaining a diverse workforce is key to the successful pursuit of excellence in research, innovation, and learning for all faculty, staff and students. Our commitment to employment equity helps achieve inclusion and fairness, brings rich diversity to UBC as a workplace, and creates the necessary conditions for a rewarding career.

Job Summary

UBC has a responsibility to maintain an environment where its community members can study, work, and live free from concerns of sexual violence and sexual misconduct. The Office of Sexual Violence Prevention & Response (SVPRO) is the primary point of contact for survivors/victims of sexual misconduct, as well as for their family, friends, colleagues and supervisors. SVPRO coordinates and oversees all UBC sexual misconduct disclosure response protocols and processes, communications, resource materials, and training.

The Director, SVPRO is responsible for providing senior strategic leadership regarding issues related to the prevention of and response to incidents of sexual misconduct. This role will work to reduce barriers to disclosure and ensure informed decision-making about reporting, support, and resources, ensuring that those impacted by sexual misconduct receive comprehensive care and support in accessing the legal services, academic and/or employment accommodations and health and reporting processes. As a liaison to provincial and national dialogues regarding SVPRO-related topics and issues, the Director is responsible for ensuring assessment and reporting measures (including the SVPRO Annual Report) are developed and implemented to identify opportunities for improved service and education for community awareness, including effective resources.

The Director, SVPRO leads, engages and empowers a front-line team of staff with the required expertise to support the community, to coordinate efforts in response to all forms of sexual misconduct, including convening and leading necessary multidisciplinary teams. They will be responsible for an emphasis on psychological safety and team wellbeing.

The Director provides strategic leadership in the proactive transformation and effective implementation of SC17: Sexual Misconduct Policy. They will be responsible for leading organizational systemic change in a complex higher educational institute, and setting a vision to ensure intersectional, trauma-informed and confidential support is provided for faculty, staff, and students who have experienced sexual misconduct. This vision will include the development and implementation of education programs regarding preventing, responding to, and reporting sexual misconduct.

Organizational Status

Reports directly to Managing Director, Student Affairs with a dotted line report to the Executive Director, Advisory Partnerships & Professional Standards. Maintains close collaboration with the Director of Investigations and with the Director, Sexual Violence Prevention & Response Office on the UBC Okanagan campus.

Works closely with various campus partners, including the Investigations Office, Equity & Inclusion Office, Human Resources, Student Affairs, Student Housing, the AMS (Alma Mater Society) Sexual Assault Support Centre (SASC), student governments, as well as key University leaders and stakeholders. Partners with academic and administrative leaders including external partners and community experts to impact systemic change.

Work Performed

Strategically lead the organizational transformation of SVPRO in vision setting and developing effective strategies for implementing clear procedures, processes, protocols, and best practices across all aspects of responding to disclosures of sexual misconduct. This includes ensuring compliance with UBC's SC17: Sexual Misconduct Policy.

Strategically lead and develop the University's Action Plan and Accountability Framework in partnership with a diverse range of key stakeholders to reduce incidents of sexual violence and sexual misconduct at UBC by collaborating and building effective relationships with UBCV and UBCO campus representatives, as well as ensure there are trauma-informed confidential support services for survivors/victims.

Lead and develop trauma-informed and inclusive approaches in the prevention and response to sexual violence and sexual misconduct, ensuring a principled and comprehensive delivery of services to students, staff and faculty.

Provides strategic leadership to the continued development and implementation of comprehensive prevention strategies and educational programming opportunities for faculty, staff and students in preventing, responding to, and seeking help when they observe or hear of instances of sexual violence and sexual misconduct.

Responsible for the oversight and change leadership of the SVPRO services and operational staffing for the SVPRO including an emphasis on psychological safety and team wellbeing to support a positive workplace culture. Leading and supporting the empowerment and development of a skilled team who provide direct support to individuals wishing to disclose an experience of sexual assault, sexual violence or sexual misconduct and/or provide support and referrals for family, friends or colleagues.

Provide leadership and oversight of the development and implementation of 24/7 sexual violence and misconduct response protocols and procedures in consultation and partnerships with other University services and off-campus services, including, but not limited to: SASC, Campus Security, Student Housing, and the RCMP.

Establish and maintain a comprehensive case management system for the effective tracking and management of cases at all stages of the disclosure, safety planning, reporting, and support process.

Lead the collaboration, consultation and partnership with various campus and community partners to ensure trauma-informed approaches and support for accommodations including academic concessions; trauma-informed counselling; safety planning; emergency housing; financial support; and other services or resources.

Provides change leadership for service requirements after disclosure made and survivor/victim's investigatory process options explored.

Oversee the strategic development and implementation of assessment measures for services provided by SVPRO; leading the development of the SVPRO Annual Report regarding the policy, its accomplishments, opportunities and the efficacy of support services based on metrics identified.

Ensure regular consultation and collaboration including relationship building occurs with the Director, Investigations, Executive Director, Employee and Labour Relations and Executive Director Faculty Relations, Early Assist team, and campus safety to conduct safety-planning, support and guide any individual choosing to proceed with a formal report.

Provide strategic leadership to ensure continuous organizational transformation to optimize, develop and sustain service provision procedures and service provider evaluation methods of trauma-informed approaches to ensure that support services meet the needs of those accessing SVPRO.

Lead the continuous engagement, consultation and collaboration with faculty, staff and students to embrace leadership roles in the long-term educational prevention strategies for addressing sexual violence and misconduct.

Foster collaboration, consultation and partnership building regarding annual joint programming and service provision procedures, referrals and plans with the AMS and SASC to ensure effective coordination and timely support, regardless of where a disclosure may occur.

Continually lead the partnership building and collaboration with UBC Campus Security and local police agencies.

Actively lead the essential work to reduce barriers to Disclosures and Reporting.

Responsible for SVPRO to maintain the privacy of all information in compliance with the Freedom of Information and Protection of Privacy Act.

Lead the active investment in campus and public sector partnerships through relationship building and representing the University in matters related to sexual violence and misconduct to build confidence in SVPRO vision setting and intended campus-wide transformation.

Consequence of Error/Judgement

Recommendations and decisions made in this role have significant impact on the ability of the University to meet the obligations laid out in SC17: Sexual Misconduct Policy

Supervision Received

Carries out responsibilities independently with a direct reporting relationship with the Managing Director, Student Affairs and an indirect dotted line reporting relationship with the Executive Director, Advisory Partnerships and Professional Standards, Human Resources. Annual performance is reviewed against set objectives based on the University's mandate in alignment with SC17: Sexual Misconduct Policy.

Supervision Given

The Director supervises a team of skilled employees who provide information and support to individuals who have experienced sexual assault, sexual violence or sexual misconduct as well as those close to them who have been impacted. This includes recruitment, hiring, training, performance management, support, recognition, and evaluation up to and including termination.

The Director may also supervise practicum students, who may be involved in the response, outreach and prevention work of the Centre.

Minimum Qualifications

-Graduate degree in a relevant discipline.

-At least 10 to 12 years of related professional experience, including at least 5 years of leadership experience, in a complex, diverse organization requiring knowledge and experience in project management, supervision, administration, conflict resolution, human rights / social justice work, equity and inclusion or the equivalent combination of education or relevant experience.

- Willingness to respect diverse perspectives, including perspectives in conflict with one's own
- Demonstrates a commitment to enhancing one's own awareness, knowledge, and skills related to equity, diversity, and inclusion

Preferred Qualifications

Proven experience or demonstrated ability with:

- Recognizing the diversity of survivor/victim experiences based on sexual identity, gender identity, gender expression, racialization, age, family status, religion, faith, ability, disability, national or ethnic origin, Indigeneity, immigration status, socio-economic status, class, and language.
- Change and transformational leadership experience within complex organizations, preferably in higher education.
- Leading and implementing a strategic vision, operational and budgetary planning with regular consultation and partnership with key internal and external stakeholders.
- Providing supervision and support to a team of skilled professionals by through opportunities for growth and development with an emphasis on psychological safety and team wellbeing to ensure a positive workplace.
- Building effective collaborations with students, faculty, staff, law enforcement, legal experts, health professionals, and community organizations to achieve systemic change.
- Providing trauma-informed support, education, and prevention services for survivors/victims of sexual assault and sexual violence.
- Working knowledge of anti-violence theories, criminal justice system, police procedures and other reporting processes, trauma-informed care, human rights law, and/or crisis management
- Developing and implementing tools/metrics for assessing efficacy of sexual violence prevention and response services.
- Acting calmly under pressure and dealing effectively and efficiently with complex and emotional situations, including crisis.

- Communicating and presenting: ability to speak and write effectively; listen carefully; interpret messages and respond appropriately; ask questions to clarify and exhibit interest in two-way communication; tailor's language, tone, style and format to match audience; and keeps people informed appropriately.
- Understanding of issues of equity, diversity and inclusion in the higher education context, and an equity-minded lens and approach.