

ADVERTISEMENT

Registrar

UNIVERSITY OF CALGARY

Located in Canada's most enterprising city, the University of Calgary (UCalgary) is a global intellectual hub for teaching and learning, research and scholarship, and community engagement.

UCalgary is one of Canada's top comprehensive research universities, with over 6,500 graduate students and 28,500 undergraduate students, over 1,800 academic staff, and over 3,200 non-academic staff in 14 faculties, across five campuses. As one of Canada's leading research-intensive universities, the UCalgary is home to 146 research chairs (75 Canada Research Chairs), and more than 50 research institutes and centres. The recently completed Energize: The Campaign for Eyes High, was the third-largest fundraising campaign in Canadian history, surpassing our goal of \$1.41 Billion.

Unstoppable is our strategic vision to ignite "growth through focus," to meet our [Eyes High](#) academic and research ambitions and strengthen our community engagement in one of Canada's most diverse and fastest growing cities. Built around three big ideas, the new strategic plan will distinguish our university and drive growth: **transdisciplinary scholarship, integration with our community and future-focused program delivery** that will see us expand a more flexible and customizable UCalgary education experience.

To learn more about this vision please see: <https://www.ucalgary.ca/unstoppable>

As a key member of the Senior Leadership Team, you will work with University stakeholders to ensure best practices are maintained throughout our registrarial function, from recruitment through to graduation and convocation. As the member responsible for Admission you will oversee Indigenous admission processes and enrollment with direct support from the Office of Indigenous Engagement. As the front line interface between the University and our student body, you will champion data-informed processes that focus on transparency, accountability and effectiveness. As a service-oriented leader well versed in strategic enrolment management you will set the direction for this committed unit while fostering a culture of teamwork enabling engagement within and across departments driving high-performance results.

Reporting to the Vice-Provost (Student Experience), you will champion innovation and collegiality within a group of over 100 dedicated and industrious staff. You will engage extensively with the University's Information Technology (IT) group to maintain our standard in online service delivery. As an authentic, entrepreneurial and inclusive leader you will support the UCalgary's commitment to Indigenous engagement, an equitable, diverse, and inclusive campus, and build trust and confidence in others through strong communication skills, mentorship and transparency. Together, your team will continue to deliver processes and service enhancements that will engage our diverse student body through in-person and technology-based offerings.

The ideal candidate will possess a graduate degree (a doctoral degree is considered an asset); a minimum of 15 years progressive experience in an academic or educational enrolment services environment, and at least five years experience at the senior leadership level. A strong

understanding of a university context and effective comprehension of the complexities of the university environment will be beneficial for this impactful and critical position.

Recently ranked the 5th most liveable city in the world (2019) by The Economist, and possessing one of the youngest populations of major cities in Canada, Calgary is home to world-class attractions, sporting amenities and public infrastructure that supports a healthy lifestyle, making it a great place to raise a family (<https://www.youtube.com/channel/UCnh-WugziiiHwMT44-sVwrA>). Situated in the sunny foothills of Canada's majestic Rocky Mountains, Calgary is a major urban centre surrounded by an area of profound beauty with an unspoiled, resource-rich natural environment.

Consistently rated by the United Nations as the world's best country to live in, Canada is the world's second largest country by total area and is one of the most ethnically diverse and multicultural nations. Canada ranks among the highest in international measurements of government transparency, civil liberties, quality of life, economic freedom, and education.

The University of Calgary has a comprehensive benefits and pension program that is designed to promote a productive level of health and well-being to staff members. To learn about our comprehensive benefits package for this Calgary-based, English speaking position, please visit http://www.ucalgary.ca/hr/academic_benefits_pension.

As an inclusive employer, the University of Calgary recognizes that a diverse staff/faculty benefits and enriches the work, learning and research experiences of the entire campus and greater community. We are committed to removing barriers that have been historically encountered by some people in our society. We strive to recruit individuals who will further enhance our diversity and will support their academic and professional success while they are here. In particular, we encourage members of the designated groups (women, Indigenous Peoples, persons with disabilities, members of visible minorities, and diverse sexual orientation and gender identities) to apply. We encourage all qualified applicants to apply, however preference will be given to Canadian citizens and permanent residents of Canada.

To explore this opportunity further, please send your CV and Letter of Interest in confidence to uofcregistrar@jssearch.ca.