Algoma University is committed to undoing systemic and institutional discrimination and being publicly transparent and accountable. Diversity, equity, and inclusion are fundamental to our Special Mission. In keeping with the Seven Grandfather teachings that are the core values that inform our decisions as an institution, we are committed to creating a welcoming, inclusive, respectful, and safe environment where everyone belongs. We live these values through the strength and richness that diversity brings to our workforce and welcome contributors from equity-deserving groups including: Indigenous Peoples, Black and racialized persons, women, Persons with Disabilities, 2 Spirit, Lesbian, Gay, Bisexual, Transgender, and Queer persons.

Job Title: Director, Algoma Centre for Unity Technology Administration

Position Status: Limited Term Seconded Academic Administrator 3-year term position (renewable)
Non-Union

Department: Faculty of Science

Supervision Received: Dean, Faculty of Science

Supervision Exercised: Staff: Administrative Assistant, and new relevant positions that will be added as the Centre is being developed

Location: Brampton, ON

PRIMARY FUNCTIONS:

A. Advancement of ACUTE Applications through leadership in strategic planning and partnership development 80%

B. Administration 15%

C. Other Duties 5%

TOTAL 100%

This role is an exciting opportunity for a passionate and creative leader looking to lead Project Development and Execution of a National Centre of Excellence in research and applications.
This National Centre of Excellence is a special partnership Algoma University has recently joined, with a key focus on AR/VR and Unity Technologies.

As per any program at the University, this center must build in strategies that will advance the Special Mission of the University. The leader will build relationships with industry and business as we work to support the upskilling and reskilling in the key areas of Unity development skills (scripting, physics and animation, UI/UX design, Unity interface), Gaming design skills (Game mechanics, level design and storytelling), Graphics and Visual Effects, AI and Pathfinding, VA/AR Development, Multiplayer and Networking, Sound and Music Integration across the province, the country and globally.

This position will support the development of experiential opportunities for students, connections among industry and faculty, and facilitate start-ups. They will have the opportunity to bring strengths in creativity, innovation, and partnership to this very important and compelling centre focused on supporting the needs of Canada’s growing workforce in the IT sector. This leader will be part of the dynamic and growing multidisciplinary Algoma University team in Brampton and will work closely with leaders and teams across the entire organization as they work to coordinate services, supports, internal and external partnerships, high quality academic and continuing education programming, and overall student experience through to graduation.

The incumbent will ensure the coordination and successful start up of the Centre. They will develop internal and external partnerships that will advance the mission of ACUTE Applications, namely, innovative applications of VR and AR technologies to support the Ontario economy. To this end, the Director will play a leading role in faculty and stakeholder engagement in order to build a portfolio of XR research projects and applications that utilize the Unity Technology platform. In addition, the Centre will support career development and success, certifications and credentials, and support students in post-graduation employment necessary for successful transition into Canada’s growing workforce.

The incumbent will play a coordinating and collaborative role, regularly attending meetings with faculty and staff of our delivery service provider and Professional and Continuing Education (PACE) leadership, to ensure successful integrated program offerings. The Director shall work under the supervision of the Dean, Faculty of Science and in close consultation with the Director, School of Computer Science and Technology (SCST), the Associate Vice President - Academic and Continuing Education (AVP-ACE) and the PACE Director, using their exemplary communication, problem-solving, team-building and project management skills. The incumbent will be required to handle a variety of tasks simultaneously, establish priorities, work independently, use good judgment, and be comfortable with decision-making focused on the smooth operations of the Centre.
A high degree of sensitivity to confidential matters, for example, with respect to intellectual property, is mandatory. This position is expected to act as a visible contributor to a healthy, progressive workplace culture. The incumbent will adhere to the ethos of Algoma University and its Special Mission.

RESPONSIBILITIES:

A. Advancement of ACUTE Applications through leadership in strategic planning and partnership development (80%)

- Collaboratively develop and implement a strategic plan that will achieve the vision goals of the Centre as described in its Business Plan, with regular revision as needed.
- Develop objectives, goals, and Key Performance Indicators (KPIs), in consultation with the Dean, Director of SCST, the AVP-ACE and the Director of PACE to ensure efficient, collaborative and effective ACUTE and PACE operations.
- Participate as an ex officio member of the Advisory Board of ACUTE Applications.
- Provide leadership across all campuses for ACUTE Applications by working closely with the Dean of Science and Director of PACE to ensure alignment of the ACUTE strategy with that of PACE and the School of Computer Science & Technology.
- Develop and maintain productive relationships with partner organizations, participate in policy making, and promote the Centre’s regionally, nationally, and internationally.
- Apply for and develop funding opportunities (grants and contracts) related to ACUTE Applications, collaborating, where relevant, with the Director of Institutional Advancement.
- Develop, monitor and implement ACUTE Applications policies and procedures, as required.
- Maintain currency with developments and changes in the discipline and similar centres across campuses and across Canadian or other institutions.
- Facilitate academic and continuing education program and curriculum development in ACUTE in collaboration with faculty, Deans, Director of PACE and AVP-ACE.
- Collaboratively facilitate the rapid development of student academic success measures in response to growing enrollment in ACUTE and ACUTE related academic and continuing education programs on all campuses.
- Maintain and improve program standards and quality of professional programming as it relates to ACUTE and SCST.
- Support the development of cross-cultural teaching and learning initiatives, Indigenization, decolonization and internationalisation competencies including encouragement and celebration of diversity, equity and inclusion.
• Work collaboratively with all stakeholders and rights holders on all campuses of Algoma University where relevant to the SCST and the Centre in a manner that is consistent with the high ethical standards
• Respond expeditiously to developments under the portfolio and communicate appropriate information to the Dean of Science and the Advisory Board, AVP-ACE, Director of PACE, Senior Executive, students, faculty members, and staff (as relevant) within appropriate timelines
• Ensure timely communications with the office of the Director of Strategic Marketing and Communications in order to publicize activities of the Centre.
• Promote the academic and professional achievements of faculty and students
• Work collaboratively and engage in advancement activities, public activities and outreach with the Director of Institutional Advancement to promote ACUTE and enhance industry connections
• Work collaboratively to facilitate recruitment of students and faculty into programs offered by the Centre of Excellence.

B. Administration (15%)

• Responsible for the collaborative development and oversight of the ACUTE Applications budget
• Ensure that resources are managed fairly, efficiently and sustainably
• Foster a team environment within the Centre and provide supervision, support, and career development for direct reports
• Facilitate recruitment and retention of staff, foster staff development, and promote innovation and excellence in the delivery of services
• Evaluate processes and programs to maintain a high level of quality assurance and modify processes as required
• Work closely with the Dean of Science and AVP-ACE to develop and implement policies, training, and guidelines related to the Centre

C. Other Duties (5%)

• Represent ACUTE Applications, when required, at internal and external functions and meetings
• Lead, manage, and support specific institutional issues, priorities, and special projects, as assigned by the Dean
• In collaboration with External Relations, responsible for planning, coordination, and implementation of various events to promote the Centre within the University and the external community,
- Operate collaboratively across campus to ensure that event plans are reflective of the goals of the Centre and the University
- Perform other duties as assigned from time to time by the Dean

**WORKING CONDITIONS:**

**Physical Effort**  
Minimal: Some lifting/physical effort required for transportation of materials and setup for events

**Physical Environment**  
Considerable: Minimal exposure to unpleasant/disagreeable conditions. Travel and visits with external agencies may be required.

**Sensory Attention**  
Considerable: Work requires a frequent need to concentrate on a variety of sensory inputs for a lengthy duration requiring diligence and attention.

**Mental Stress**  
Considerable: Deadline driven, with frequent interruptions and distractions.

**MINIMUM QUALIFICATIONS**

- Master's degree in Computer Science, or a related field, or a combination of a Bachelor's degree and minimum five (5) years experience with any combination of skills as an educator, leader, or business operator in a post-secondary institution setting with progressively responsible administrative management experience.
- A combination of technical expertise, leadership skills, industrial knowledge and a strategic vision to drive the success and growth of the centre. Proven experience with Unity Technologies with a deep understanding of Unity features, gaming development, and best practices would be an asset.
- Team building, consultative leadership, and conflict management experience
- Experience supporting strategic initiatives and developing and implementing business plans
- Proven capacity to connect with senior administrators across multiple sites, and handling matters of a complex and sensitive nature
- Ability to work effectively with people of diverse backgrounds, styles and abilities
- Creativity, innovative approach to problem-solving
Demonstrate individual and collective responsibility for the planning, monitoring and implementation of a Strategic Plan. Committed to achieving the objectives in a Strategic Plan and is accountable to the Administration for the purpose and approach taken departmentally, interdepartmentally and institutionally in pursuit of these objectives

- The incumbent must be able to work with interruptions to workflow, which may create changes in priorities.
- Proficient in, or willingness to learn, Google Suite
- Willingness to travel overseas and work non-traditional hours
- Commitment to understanding Algoma University’s Special Mission and the Seven Grandfather Teachings

**Salary Scale:** $115,683 to $144,603 annually

Please submit a resume and cover letter (combined PDF) to people.culture@algomau.ca no later than 4:00 p.m. on November 28, 2023.

Algoma University is strongly committed to fostering diversity and inclusivity within our community and is an equal-opportunity employer. The university invites and encourages applications from all qualified individuals who would contribute to the further diversification of our Institution, including equity-deserving groups that are traditionally underrepresented in employment (Indigenous peoples, racialized persons, women, persons with disabilities, and 2SLGBTQQIPA+ persons).

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005, upon request, accommodation will be provided by Algoma University throughout the recruitment, selection, and/or assessment process to applicants with disabilities.