



IDENTIFICATION

Department	Position Title	
Aurora College	Vice President, Research	
GNWT Position Number	Community	School/Division
91-7983	Yellowknife	Research

PURPOSE OF THE POSITION

The Vice President (VP) Research is accountable for the Research Division of Aurora College and provides overall leadership in the development and expansion of research activities both across the institution and, more broadly, across the Northwest Territories (NWT).

The VP Research oversees the operation of multiple research centres and ensures the delivery of research supports to a broad range of scientists from across the NWT, Canada and the international research community. The position works to enhance research program delivery, including steps to ensure the effective monitoring and reporting of research activities across the NWT.

The VP Research is continuously cultivating wide-ranging research partnerships with federal, territorial, Indigenous and community governments and other private, public and non-governmental research partners. It leads engagements with Northern research networks, the Circumpolar research community and national funding agencies.

The VP Research is critical to the development, implementation and monitoring of change related to the transformation of Aurora College into a polytechnic university, including changes to the overall role of research at the institution. In particular, the position is required to provide mentorship, support and direction to faculty and staff in all three branches of the institution as Aurora College embraces a culture of research and research-informed teaching.

SCOPE

The VP Research reports to the President. The position operates with autonomy and works directly with faculty and staff from across Aurora College to guide the ongoing development and implementation of research programs.

The VP Research is a key member of the Executive Leadership Team (ELT), along with the President, three other Vice Presidents and Chief Financial Officer. The ELT is collectively responsible for the overall effective, efficient, and sustainable operation of Aurora College and for ensuring the implementation of direction from the President and Board of Governors.

Aurora College is the only public post-secondary education institution based in the NWT and maintains three campuses and a network of community learning centres. Aurora College serves as a primary partner to the Government of the Northwest Territories (GNWT) in developing and implementing research programs. Aurora College also supports the development and expansion of Indigenous government and community-led research programs. As such, the VP Research is a primary point of contact for senior officials in the federal, territorial and Indigenous governments with regard to research.

The VP Research leads the Research Division of Aurora College, which facilitates and conducts research in the NWT and acts as a hub of northern knowledge. The Research Division advances the territory's research capacity through discovery, outreach and education.

The VP Research oversees the Office of Research Services Team, which includes internal support for faculty and external support for institutional partners in developing and implementing research projects. The Research Services Team is central to building research capacity in advance of the transformation to a polytechnic university and supporting the growth of the knowledge economy in the NWT.

DIMENSIONS

- Reporting Positions
 - 12 Direct Reports
 - 40 Indirect Reports
- Compensation & Benefits \$6,000,000
- Operations & Maintenance \$2,500,000
- Grants & Contributions \$6,400,000

RESPONSIBILITIES

- 1. Uphold and consistently practice personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace. Practice and ensure that any subordinate management and supervisory roles also prioritize staff mentorship and on-the-job training, including staff development in annual general objectives.**
- 2. Provides overall leadership in the development and expansion of research activities both across the institution and more broadly across the NWT.**
 - Takes a leadership role in the implementation of the Aurora College Strategic Plan 2020-2023, including ensuring academic and research excellence.
 - Fosters the expansion of research and strengthens the relationship between research and teaching.

- Provides mechanisms that support research so individuals can achieve success in attracting research funds in international and national peer-reviewed competitions and through government and private sector partners.
 - Fosters research leadership development and stewardship throughout the institution for the public good.
 - Assertively pursues, through strategic partnerships and alliances, increased research capacity and external funding for areas of specialization and potential areas for future growth.
 - Establishes and supports joint research projects with other institutions.
 - Fosters research that supports, represents, and promotes Indigenous ways of knowing.
 - Provide accurate, timely and comprehensive information and guidance on all relevant matters.
- 3. Ensures the effective management of research projects affiliated with Aurora College.**
- Develops the appropriate policies and processes to ensure funds given to the College by granting agencies are appropriately spent and accounted for.
 - Supports interdisciplinary, cross-disciplinary and student-based research.
 - Oversees development and implementation of academic research policies.
 - Provides guidance and institutional oversight for academic research policies while ensuring compliance with other relevant requirements, including legislative, ethics, regulatory, and funding agencies.
 - Communicates, tracks, and ensures attainment of research goals by effectively managing projects and programs.
 - Leads research services to provide services and supports to enable the effective functioning of research activities and operations.
- 4. Oversees the operation of multiple research centres and ensures the delivery of research supports to a broad range of scientists from across the NWT, Canada and the international research community.**
- Develops and sustains partnerships that further and enhance collaborative research, knowledge transfer, and innovation.
 - Provides ongoing mechanisms that support research applications to attract and secure funding from a variety of sources, including peer-reviewed competitions, government, and private partners
 - Reviews and enhances the College's Research Services and provides targeted supports to meet faculty's needs to execute and complete research initiatives.
 - Establishes milestones and key performance indicators.
- 5. Promotes and ensures a culture of strong academic research in the College**
- Promotes the development and enhancement of exceptional research and scholarship.
 - Shares and encourages applications for research.
 - Ensures high academic standards and academic freedom and advocates for academic integrity.
 - Fosters a climate of inquiry that promotes the development and enhancement of exceptional research and scholarship.

- Develops policies and processes to ensure that identified research funds provided by external agencies are appropriately documented.
- Identifies, develops, and proposes research performance criteria.
- Promotes and celebrates College faculty and student research both within the College and outside the College.
- Provides oversight and guidance to the Research Services Team.
- Works collaboratively with Aurora College staff and faculty to set research priorities and coordinate resources for key institution-wide research initiatives.
- Provides regular updates regarding research projects.
- Develops and protects intellectual property.

WORKING CONDITIONS

Physical Demands

No unusual physical demands

Environmental Conditions

No unusual environmental conditions

Sensory Demands

No unusual sensory demands

Mental Demands

This role will often require work outside of regular working hours and on weekends. Travel within and outside of the Northwest Territories is required as part of the role.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of research administration and development of research programs.
- Knowledge of northern and post-secondary research trends and funding programs.
- Ability to acquire knowledge of the social, political, and cultural environment as it affects research, innovation, technology development and education in the Northwest Territories, along with Indigenous Claims and Self-Government initiatives.
- Knowledge of leadership, motivational theory, and effective practices; team building, relationship building with faculty, staff, and students; success in a multi-layered organization; networking.
- Knowledge of the organization and structure of colleges; post-secondary systems, programs.
- Knowledge of effective Human Resource practices and the ability to mentor and evaluate.
- Knowledge of financial administration, generally accepted accounting principles and budget preparation, and the ability to monitor variances and implement required budgetary controls and/or corrective action.
- Knowledge of development and planning.
- Ability to negotiate and attract third-party investment to expand program and service delivery.
- Ability to manage tight time deadlines and multiple competing priorities.

- Ability to focus on objectives that move the College's research agenda forward.
- Ability to successfully navigate complexities of transformative processes.
- Ability to work in partnership with diverse organizations.
- Ability to lead proactively, to motivate and unite teams to achieve common goals.
- Ability to be focused while exhibiting flexibility as needed.
- Ability to identify key issues, and develop a plan of response.
- Ability to work both independently and collaboratively.
- Ability to hold others and self to be accountable.
- Ability to deal with ambiguity, conflicting needs, and ethical issues.
- Able to communicate effectively in a wide variety of formats to diverse audiences.
- Ability to create and sustain strategic partnerships with individuals and groups.
- Knowledge of research methods, research project development and implementation, needs assessments and program evaluation and management.
- Ability to resolve conflict respectfully and in a timely manner.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

Attainment of a PhD, as well as 10 years of experience at a post-secondary education institution, of which 3 years should be at a management level.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- ☐ No criminal records check required
- ☒ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)
 - Level required for this Designated Position is:
 - ORAL EXPRESSION AND COMPREHENSION
 - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
 - READING COMPREHENSION:
 - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
 - WRITING SKILLS:
 - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
- ☐ French preferred

Indigenous language: Select Language

- ☐ Required
- ☐ Preferred