Appendix 9: Academic Appointment Advertisement Templates

**See** [***CRC Appointment Advertisement Template***](#CRCAppointmentAdvertisementTemplate) **for CRC ads**

**NOTE: Items highlighted in yellow denote required information**

The University of Victoria is consistently ranked in the top tier of Canada’s research-intensive universities. Vital impact drives the UVic sense of purpose. As an internationally renowned teaching and research hub, we tackle essential issues that matter to people, places and the planet. Situated in the Pacific Rim, our location breeds a profound passion for exploration. Defined by its edges, this extraordinary environment inspires us to defy boundaries, discover, and innovate in exciting ways. It’s different here, naturally and by design. We live, learn, work and explore on the edge of what’s next—for our planet and its peoples. Our commitment to research-inspired dynamic learning and vital impact make this Canada’s most extraordinary environment for discovery and innovation. Experience the edge of possibilities for yourself.

**[Optional**: **INSERT AN INDIGENIZATION AND TERRITORIAL ACKNOWLEDGEMENT, including how being on this territory connects with the work of the unit/faculty where relevant:]**

*Examples:*

*“We acknowledge with respect the Songhees, Esquimalt and WSÁNEĆ peoples on whose traditional territory the university stands and whose historical relationships with the land continue to this day.”*

*“The University of Victoria Campus is located on the traditional lands of the Coast Salish Peoples and we are privileged to do our work in a way that is inspired by their history, customs and culture.”*

*Include a link to the* “[Welcome to the Territory](https://www.uvic.ca/services/indigenous/facultystaff/territory-acknowledgment/index.php)” *video and/or page so that applicants will be introduced to Elder Elmer George (Esquimalt Nation) and President Cassels’ territory acknowledgement.*

*“The University of Victoria is committed to the ongoing work of decolonizing and Indigenizing the campus community both inside and outside the classroom.” (from the*[*Indigenous Academic and Community Engagement*](https://www.uvic.ca/services/indigenous/)*website).*

[**INSERT INTRODUCTION TO UNIT**]:

Key components can include:

* Mission and foci of the unit
* Major areas of teaching and research
* Major initiatives worth highlighting
* Equity, diversity and inclusion activities, culture and/or commitments. These may relate to diversity of faculty, staff and/or students; priority areas of research; approaches to teaching and student success; or the culture, including the types of social activities or informal interaction among colleagues

Examples:

*“The Peter B. Gustavson School of Business is dedicated to providing business research and education that is non-traditional in its approach, creative in its application, and unique in its perspective. The School offers Bachelor of Commerce, Master of Business Administration, Master of Global Business, and Master of Management degrees, and a PhD in International Management and Organization – all of which have an international focus embedded in their curricula and a strong co-op component. Scholarship and teaching at the School are strongly aligned around our areas of specialization (International Business, Entrepreneurship, Service Management, and Sustainability). We are a pioneer and leader in integrating curriculum at both the undergraduate and graduate level and a strong contributor to business research particularly in our areas of expertise.”*

*“We are also a faculty with a commitment to diversification across our ranks, particularly, although not limited to: racialization, marginalized sexualities, gender identity, Indigeneity and disability.”*

*“The department is strongly committed to both excellence and equity and to increasing the diversity of approaches and perspectives in teaching and research.”*

*“We strongly value candidates who share our Department’s commitment to equity and inclusivity in scholarship and teaching.”*

*“We strive innovation in the classroom, creativity and leadership in research, with due attention to the needs of Canada’s most marginalized communities.”*

*“As a member of the Faculty of …, you will work with colleagues to advance a shared mission of sustainable quality professional programs, decolonization of the academic environment, anti-racist pedagogy and community engaged research.”*

*“The Faculty of … is a vibrant, student-centred learning environment based on a commitment to social justice, humane professionalism and civic responsibility, and critical interdisciplinary policy-oriented research and teaching.”*

*“We are working towards offering a path-breaking trans-systemically oriented joint law degree in Canadian Common Law and Indigenous Legal Orders (JD/JID).”*

[**INSERT INFORMATION ABOUT THIS JOB OPPORTUNITY**]:

The {insert name of unit} invites applications from talented scholars for a {limited term, tenure, or, tenure-track, continuing appointment, continuing appointment eligible} position at the rank of {Assistant/Associate Professor, Assistant/Associate Teaching Professor, Professor/Teaching Professor} to commence {insert expected start date}.

Qualified candidates will have (Note, language that emphasizes excellence and outstanding is likely to turn away marginalized candidates. For all requirements, consider broadening the sought-after scholarship, experience, disciplinary background and expertise as diverse candidates in many fields are better represented in non-traditional, interdisciplinary, and emerging research areas. To help ensure an accurate understanding of the role, ensure you do not overstate requirements.) {insert the following relevant information:

* required education (i.e., degrees and designations)
* required knowledge, including the demonstration of how the discipline engages with critical social perspectives and/or different populations, cultures, groups, and/or questions of diverse and intersecting identities for all subject matters. It is best practice to ensure that community service is recognized as one of the methods of gaining this knowledge.

Examples:

”… including how X work affects different genders/ different ethnic groups/ different populations; knowledge of foundations in X discipline, including challenges to the traditional canon and new interpretations from different cultural/ geographic/ other perspectives.”

“We are especially interested in a specialization at the intersection of gender and Indigenous cultural production and/or analysis with a strong focus on Indigenous knowledge production, ways of knowing, and direct engagement with Indigenous communities. Research on gender and Indigenous issues in Canada or an ability to situate Indigenous gender issues in Canada in a comparative and relational framework is also of particular interest.”

“We are particularly interested in applicants with expertise in stereotyping and prejudice, Indigenous psychology, intergroup attitudes and relations, cultural psychology, or social justice and activism, but we value excellence above any specific topic or methodological approach.”

“Underlying all Faculty of … courses is the active pursuit of social justice enabled by critical analyses that expose inequities and interrogate their systemic foundations.”

* required experience and skills in teaching, including track record addressing equity, diversity and inclusion in the classroom or curriculum. For example:
* demonstration of outstanding teaching abilities evidenced by data, testimonials and other forms of documentation
* demonstrated ability to teach to a diverse student body with a range of perspectives, experiences and cultures
* demonstration of cultural sensitivity
* ability to give effective feedback to diverse students
* inclusive, non-discriminatory approaches to teaching, curriculum and assessment
* Required experience and skills in research (if applicable), including track record addressing equity, diversity and inclusion. For example:
* high quality research shared through a wide range of outlets (academic publications, community-based projects, and others
* established publishing record in leading scholarly journals commensurate with rank
* strong research pipeline including high-quality research targeted to such journals, commensurate with rank
* demonstrated record of accomplishment for obtaining grants;
* demonstrated track record as a researcher
* demonstrated ability to manage a healthy lab environment that integrates diverse students and employees
* research that demonstrates meaningful, respectful engagement with communities and outcomes that support their well-being

(Note: Consider asking for top 2-5 research publications rather than full list of publications. This allows emphasis on quality and addresses removes a barrier to equity for qualified candidates who have gaps in their records. Also, consider whether your unit wants to hire in any emerging, interdisciplinary areas or subfields where underrepresented faculty may be better represented. The emphasis should be on quality and impact rather than a narrow focus on impact factor and prestigious journals. Much of the research focused on emerging areas or marginalized populations takes longer to publish and is more likely to be published in smaller journals. Review the guidelines on community-engaged scholarship to ensure such work is properly valued).

* Required experience and skills in service, professionalism and collegiality, including track record addressing equity, diversity and inclusion. For example:
* demonstrated ability to work collaboratively in an academic unit
* adds to the diversity of the unit
* able to serve as a role model and/or mentor for students from designated groups
* experience in promoting diversity on campus; appreciative of and responsive to diverse perspectives

[**INSERT IF APPLICABLE** The following are considered assets: [identify the preferred qualifications, skills, experience, and/or knowledge considered assets]

[**INSERT IF PREFERENTIAL HIRE**: In accordance with the University’s Equity Plan and pursuant to Section 42 of the BC Human Rights Code, preference will be given to [members of the following groups: Indigenous peoples, persons with disabilities, members of visible minorities, women]. Candidates from [these groups/this group], who wish to qualify for preferential consideration, must self-identify.

[**INSERT IF LIMITED HIRE**: In accordance with the University’s Equity Plan and pursuant to section 42 of the BC Human Rights Code, the selection will be limited to [members of the following designated groups: Indigenous peoples, persons with disabilities, members of visible minorities, women]. Candidates from [these groups/this group] must self-identify.

**[SELECT ONE:**

To be considered, please send a cover letter that addresses the full scope of the job requirements, along with your curriculum vitae, appropriate evidence of research (publications or work in progress), teaching skills (teaching statements, syllabi, evaluation data), statement of diversity knowledge, experience and skills, and contact information for XX references to {Name, Title, Business address of person collecting data}. In order to be considered, application packages must be received by [insert date]

or

To be considered, please submit a completed application package including a cover letter that addresses the full scope of the job requirements, along with your curriculum vitae, appropriate evidence of research (publications or work in progress), teaching skills (teaching statements, syllabi, evaluation data), statement of diversity knowledge, experience and skills, and contact information for XX references at <https://academicjobsonline.org>, addressed to {insert UVic contact info}. In order to be considered, application packages must be received by [insert date]. You are asked to upload your C.V. and other personal information to this service, which is provided for the convenience of you and your referees. The service stores data on servers located outside of Canada; the data is therefore not in the custody or under the control of the University of Victoria. You may wish to review the privacy statement on [https:academicjobsonline.org](https://academicjobsonline.org). If you do not wish to use this service, please submit your complete application package to {insert UVic contact info}.

Please note thatreference and background checks, including credential and degree verification, may be undertaken as part of this recruitment process.

UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of [groups experiencing barriers to equity](https://www.uvic.ca/equity/employment-equity/statement/index.php#statement). Read our full equity statement here: [www.uvic.ca/equitystatement](https://www.uvic.ca/equity/employment-equity/statement/index.php)

The University acknowledges the potential impact that career interruptions can have on a candidate’s record of research achievement. We encourage applicants to explain in their application the impact that career interruptions have had on their record.

Persons with disabilities, who anticipate needing accommodation for any part of the application and hiring process, may contact Faculty Relations and Academic Administration in the Office of the VP Academic and Provost at [FRrecruit@uvic.ca](mailto:FRrecruit@uvic.ca). Any personal information provided will be maintained in confidence.

Faculty and Librarians at the University of Victoria are governed by the provisions of the [Collective Agreement](https://www.uvic.ca/vpacademic/assets/docs/Collective%20Agreement.pdf). Members are represented by the University of Victoria Faculty Association ([www.uvicfa.ca](http://www.uvicfa.ca)).

All qualified candidates are encouraged to apply; in accordance with Canadian Immigration requirements, Canadians and permanent residents will be given priority. Please indicate in your application package if you are a Canadian citizen or permanent resident.

**CRC Academic Appointment Advertisement Template**

**NOTE: Items highlighted in yellow denote required information**

Canada Research Chair (Tier {1 or 2}) in {insert tentative title of the chair}

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The Department of {insert name} invites applications from external candidates for a Canada Research Chair (CRC) Tier {1 or 2} in {insert tentative title of this Chair}. This CRC recruitment is part of a broad strategy to expand and raise the profile of research in {provide brief outline of research area}. The successful applicant will be nominated by the University for a CRC Tier {1 or 2} and, upon approval by the CRC Secretariat, will then be offered a position at the rank of {Assistant Professor, Associate Professor, Professor eligible for tenure/with tenure}. The anticipated start date is {insert date}.

[**INSERT THE APPLICABLE OPTION**]:

**Option 1:** Tier 1 Canada Research Chairs are outstanding researchers acknowledged as world leaders in their fields and must be full professors or associate professors who are expected to be promoted to the full professor level within one to two years of the nomination. For more information on the CRC program generally and on eligibility specifically, please consult the [Canada Research Chairs](http://www.chairs-chaires.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx) website.

**OR**

**Option 2:** Tier 2 Canada Research Chairs are one of Canada’s premier early career recognition and recruitment programs, and are intended for exceptional emerging scholars (i.e., candidates must have been an active researcher in their field for fewer than 10 years at the time of nomination). However, applicants who are more than 10 years from having earned their highest degree (and where career breaks exist) may have their eligibility for a Tier 2 Chair assessed through the program’s Tier 2 [justification process](http://www.chairs-chaires.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx#s3). For more information on the CRC program generally and on eligibility specifically, please consult the [Canada Research Chairs](http://www.chairs-chaires.gc.ca/program-programme/nomination-mise_en_candidature-eng.aspx) website.

[**INSERT INTRODUCTION TO UNIT**]:

{Key components can include:

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* high quality research shared through a wide range of outlets (academic publications, community-based projects, and others
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* strong research pipeline including high-quality research targeted to such journals, commensurate with rank
* demonstrated record of accomplishment for obtaining grants;
* demonstrated track record as a researcher
* demonstrated ability to manage a healthy lab environment that integrates diverse students and employees
* research that demonstrates meaningful, respectful engagement with communities and outcomes that support their well-being

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or

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Date posted: {Insert date}