Vice-Provost, Graduate and Post-Doctoral Studies  
University of Northern British Columbia  
Prince George, British Columbia

Posting #23-032EX SWA

The University of Northern British Columbia (UNBC) is deeply committed to providing an outstanding student experience at all levels. To meet the needs of a growing domestic and international graduate and post-doctoral fellow population, UNBC invites applications for the position of Vice-Provost Graduate and Post-doctoral Studies (VPGPS). This new position has been created to coordinate and consolidate institutional level initiatives, policies, and procedures, including those that support equity, diversity and inclusion.

Responsibilities:

Reporting to the Vice-President Academic and Provost, the VPGPS will foster an equitable, and inclusive intellectual environment and research/scholarship intensive community where innovation, integrity, and excellence in the pursuit of new knowledge are a priority. This position will provide strategic oversight for graduate and postdoctoral academic preparation, professional development, mentorship, and program quality assurance. The VPGPS will manage development and implementation of policies, and internal and external relations, with an ongoing emphasis on infusion of EDI best practices and best practices in Reconciliation throughout all programs and processes. The VPGPS will work closely with the Office of Research and Innovation on research and funding opportunities for trainees, with faculties and student services to ensure appropriate supports and resolution of issues relating to all aspects of the graduate/post-doctoral experience, with deans to strengthen graduate and post-doctoral supervision, and with the Graduate Teaching Assistants union and HR to enhance teaching effectiveness and professional development. This leadership position will also promote and advocate for graduate education and students across the university, and help to elevate the research profile of the university, particularly regarding graduate student involvement and achievement, and will represent the University externally, provincially, and nationally with respect to graduate and postdoctoral studies.

The Vice-Provost Graduate and Post-doctoral Studies will support the Faculty Deans in development of strategic priorities for graduate programs and will coordinate facilities and opportunities for graduate students and post-doctoral trainees across programs.

Applicants for this position should hold a doctoral degree or equivalent, and have a demonstrated record of scholarly activity, as well as present evidence of, and commitment to excellence in teaching, mentoring, and supervision. For this position, we seek an individual with demonstrated experience with graduate supervision and conducting research in the post-secondary setting.

Our Commitment to Diversity and Employment Equity

The University of Northern British Columbia is fully committed to creating and maintaining an equitable, diverse, and inclusive environment that is accessible to all. We are devoted to ensuring a welcoming, safe, and inclusive campus free from harassment, bullying, and discrimination. This commitment is woven into our motto and mission. In the Dakelh language, UNBC’s motto ‘En Cha Hunà translates to “he/she/they also live” and means respect for all living things. Through the respect for all living things, we are able to grow and learn better together, each bringing our own unique individual differences and contributions to inspire leaders for tomorrow by influencing the world today.
Employment equity requires that we remove barriers and overcome both direct and indirect discrimination. In this way, the pool of excellent candidates increases substantially. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.

About the University and its Community

Since its founding in 1990, the University of Northern British Columbia (UNBC) has emerged as one of Canada’s best small research-intensive universities, with a passion for teaching, discovery, people, and the North. UNBC’s excellence is derived from community-inspired research, hands-on learning, and alumni who are leading change around the world.

Since time immemorial, Indigenous peoples have walked gently on the diverse traditional territories where the University of Northern British Columbia community is grateful to live, work, learn, and play. We are committed to building and nurturing relationships with Indigenous peoples, we acknowledge their traditional lands, and we thank them for their hospitality. UNBC’s largest campus in Prince George is located on the traditional unceded territory of the Lheidli T’enneh, in the spectacular landscape near the geographic centre of beautiful British Columbia.

UNBC’s three regional campuses are located in Quesnel, Fort St. John, and Terrace. The South-Central campus in Quesnel is situated on the traditional territory of the Lhtako Dené (Red Bluff Band), Nazko, Lhoosk’uz Dené Nation (Klusks Band), and Esdilagh First Nations (formerly Alexandria Band). Lhtako, Nazko, and Lhoosk’uz are Dakelh First Nations, and Esdilagh is a member of the Tsilhqot’in Nation. The Peace River-Liard campus in Fort St. John is situated on the traditional territory of the Doig River, Blueberry River and Halfway River First Nations. They are the Dunne-Za people. The Northwest campus in Terrace is situated on traditional Ts’msyen (Tsimshian) territory of the Kitsumkalum and Kitselas First Nations. It includes a satellite campus in the coastal community of Prince Rupert.

UNBC consistently ranks in the top three in its category in the annual Maclean’s university rankings. UNBC also recently placed among the top five per cent of higher education institutions worldwide by the Times Higher Education World University Rankings.

With a diverse student population, the University is friendly, inclusive, and supportive. Prince George is a city of ~76,000 people with impressive cultural, educational, and recreational amenities. For more information about living and working in Prince George, please refer to http://www.unbc.ca/experience and https://moveupprincegeorge.ca. Make your mark with this leading post-secondary institution.

To Apply

Applicants should forward the following documents to FacultyRecruitment@unbc.ca or mail to Office of the Provost quoting the posting number (#23-032EX SWA):

- cover letter that describes your experience and interest in the position;
- curriculum vitae;
- a brief statement of graduate and post-doctoral fellow mentorship approaches and research program;
- the names and addresses of three references (including telephone and email information); and
o the Statement of Eligibility to Work in Canada form, which can be found here: https://www2.unbc.ca/sites/default/files/sections/human-resources/statementofemploymenteligibilityjan0520221.pdf.

Voluntary Form:
o the Self-Identification from, which can be found here: https://www2.unbc.ca/sites/default/files/sections/human-resources/unbcself-idrevisedmay2022-fillable.pdf

Persons with disabilities, who anticipate needing accommodation for any part of the application and hiring process, may contact UNBC Health & Wellbeing at wellbeing@unbc.ca. Any personal information provided will be maintained in confidence.

Mail Submissions: Office of the Provost, University of Northern British Columbia 3333 University Way, Prince George, B.C., V2N 4Z9

Email Submissions: FacultyRecruitment@unbc.ca

Inquiries: Office of the Vice President Academic and Provost provost@unbc.ca 250-960-5610

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. We thank all applicants for their interest in UNBC however, only those applicants selected for further consideration will be contacted.

This position will be open until filled.