



EMPLOYMENT
OPPORTUNITY

Municipality of the District of St. Mary's

ACCESSIBILITY COORDINATOR – 12 Week Term Position

In 2021 the NS Accessibility Act was passed and proclaimed, demonstrating commitment to a more equitable and barrier-free province for all Nova Scotians. The Act recognizes accessibility as a human right and sets a goal of an accessible Nova Scotia by 2030. The Act establishes a framework for preventing and removing barriers in the built environment, education, employment, transportation, information and communication, and goods and services. Public Service bodies, including municipalities, are prescribed under this act and must develop an Accessibility Plan by April 2022.

Position Summary:

Reporting to the Chief Administrative Officer (CAO), the Accessibility Coordinator will be responsible for completing the Municipality of the District of St. Mary's Accessibility Plan. This includes reviewing the provincial accessibility documentation and accessibility tool kit. Review preliminary work that has been put into place (committee meetings, the municipal facility audits and the initial draft plan) in order to complete the Accessibility Plan and present to Council.

Education and Qualifications:

Candidate must have a high school diploma or equivalent (post-secondary education considered an asset). Experience in completing and developing reports considered an asset and candidate must have strong literacy skills. Excellent project management abilities, advanced computer and technology literacy, ability to exercise independent judgment and discretion; strong time management, organizational skills and a strategic thinker; and ability to work independently while still being able to collaborate with others.

Terms and Conditions:

The position runs for a 12-week term beginning February 16th, 2021 to May 7th, 2021. Work hours are 35 hours per week, Monday to Friday. The Accessibility Coordinator position will be paid bi-weekly at a rate of \$16/hr (plus vacation pay).

Application by resume and cover letter along with references will be accepted until 4pm on *Tuesday, February 2nd, 2021*. Applications accepted by: Email: marvin.macdonald@saint-marys.ca or in person during office hours. 8:30-4:00 pm, Monday – Friday.

Only those applicants selected for interviews will be contacted.