



CANADIAN  
UNITARIAN  
COUNCIL

CONSEIL  
UNITARIEN  
DU CANADA

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**CANADIAN UNITARIAN COUNCIL  
DISMANTLING BARRIERS LEAD  
2-YEAR FULL-TIME CONTRACT POSITION**

The Canadian Unitarian Council covenants to affirm and promote these principles:

- The inherent worth and dignity of every person;
- Justice, equity, and compassion in human relations;
- Acceptance of one another and encouragement to spiritual growth in our congregations;
- A free and responsible search for truth and meaning;
- The right of conscience and the use of the democratic process within our congregations and in society at large;
- The goal of world community with peace, liberty, and justice for all;
- Respect for the interdependent web of all existence of which we are a part;
- Individual and communal action that accountably dismantles racism and systemic barriers to full inclusion in ourselves and our institutions

The work the CUC staff team does is in commitment to these principles and to fulfill our [vision, aspirations, goal and strategic priorities](#). Programs, resources, and engagements are planned with these in mind, promoting the CUC's mission of growing vital Unitarian Universalist congregations and communities.

**2-YEAR FULL-TIME CONTRACT POSITION** (with possibility of extension):

75.84 hours/per pay period (semi-monthly, totalling twenty-four pay periods per year)

**JOB SUMMARY**

The Dismantling Barriers Lead has the main role in helping the CUC live into the 8<sup>th</sup> Principle of “Individual and communal action that accountably dismantles racism and systemic barriers to full inclusion in ourselves and our institutions” and to work on ways to implement the [recommendations from the CUC's Dismantling Racism Study Group](#).

The Lead will imagine, curate and design underlying structures and processes that will



continue to shift the organizational culture towards dismantling racism and eliminating systemic barriers to full inclusion. The Lead will work closely with the Executive Director and the CUC staff team, and consult with CUUs of Colour, the Dismantling Racism Study Group, the CUC Board of Trustees, and Unitarian Universalist changemakers and leaders.

**REPORTING:** This position reports to the Executive Director.

**JOB RESPONSIBILITIES:**

- **Evaluation, Research and Design:**
  - Identify types of systemic barriers to full inclusion which exist in our Unitarian and Universalist congregations and communities
  - Evaluate the CUC’s current organizational structures, policies and practices with a diversity and inclusion lens
  - Seek out others’ experiences and learnings, research and identify successful practices, and based on these, recommend realistic and sustainable pathways to inclusion
- **Listening, Collaboration and Consultation:**
  - Listen to IBPOC (Indigenous, Black and People of Colour) UUs and document their experiences within UU congregations and communities
  - Discuss, review, and Incorporate learnings from these experiences into recommendations
  - Share learnings and recommendations with the wider UU community
- **Implement recommendations of the Dismantling Racism Study Group:**
  - Create an anti-racism action plan for UUs – the CUC, white Canadian UUs, congregations and communities - that includes:
    - Understanding implicit and unconscious racial bias
    - White racial identity (whiteness)
    - The history and ongoing presence of racism in Canada
    - Statistics and data on the inequality experienced by IBPOC
    - Identification of the ways that racism shows up in our congregations both systemically and interpersonally
    - Stories of Canadian IBPOC UUs
    - Actions that White people can take to dismantle racism in their congregations and beyond
    - Resources that support, affirm, and provide an environment to thrive for IBPOC in UU congregations and communities



- Anti-racism educational / lifespan and worship materials
- A best practice guide
- Develop a program similar to the Welcoming Congregation program designed for 2SLGBTQI++

## REQUIREMENTS

- Analytical
- Empathy, compassion, listening
- Development & continual learning
- Communication
- Organization & Planning
- Solution-oriented approach
- Collaboration
- Diversity, inclusion, and justice lens:
  - demonstrated commitment to dismantling racism and systemic barriers to inclusion
  - knowledge of anti-racist and intentionally inclusive practices, theories and frameworks and ability to integrate them into organizational practice
  - understanding of social determinants of inclusion and exclusion, and the intersections of race, class, gender, abilities, mental health, sexual gender, and orientations in creating equitable outcomes
- Analytical and evaluation skills:
  - Proficiency in evaluation methodologies to assess current processes and to measure the impact of future programming and resources
  - Ability to track and measure outcomes and indicators of success, ensuring learning and continuous improvement
  - Accurate analysis of information resulting in solid recommendations
- Relationship formation: highly flexible, solid interpersonal skills, discretion, tact, diplomacy, professionalism
- Excellent written and verbal communication skills
- Able to respond quickly in a dynamic and changing environment
- Proficient use of various office-based software including Microsoft Suite, Adobe, and in web platforms including Google Suite, Mailchimp, survey tools, etc.
- High level of confidence with learning new web tools and other applications
- Effective decision making
- Adaptability
- Teamwork
- Timeliness & Accountability
- Ethics, Integrity, Discretion
- Problem solving
- Creative and innovative thinking



- Self-motivated and able to work independently
- Good organizational, time management and prioritizing skills
- Dependable with the ability to work under pressure and meet deadlines
- Collaborative team member
- Humour, with an ability to effectively process comments and criticisms

## ASSETS

- Nonprofit and/or charitable sector experience
- Concurrence with Unitarian Universalist principles
- Knowledge of congregational and organizational dynamics

## WORKING CONDITIONS

- The position can be virtual or based in the CUC's office in Toronto
- Work is done in person and/or online through several platforms
- Equipment and software for the job will be provided by the CUC, as approved by the Executive Director
- Attendance, both virtual and in person, is required at the Annual General Meeting, the CUC's National Conferences, national Board and staff planning meetings, and other special events as necessary. The CUC pays expenses
- Flexibility to work evenings, weekends and extra time as required

## COMPENSATION AND BENEFITS:

Compensation is in the range of \$63,600 annually. After a satisfactory probationary period, this position is entitled to the CUC benefits package, which includes RRSP contributions and health benefits.

## HOW TO APPLY

Please send letter and CV by September 8, 2024, to [jobs@cuc.ca](mailto:jobs@cuc.ca). We invite applications from qualified candidates, and encourage Indigenous, Black and People of Colour to apply, as well as people of all sexual identities and orientations. By September 9, we will have contacted only those candidates selected for an interview.

**NOTE:** This position starts in early October, or as soon as the successful candidate is available. It is hoped that the Lead will be able to attend an in-person Board and Staff working session from October 16 – 20, 2024 in Edmonton, AB. All arrangements will be made and paid for by the CUC.