**Assistive Technology Manager**

**Organization Overview**

Learning Disabilities Society is a growing, innovative, research-based, non-profit charity serving children and youth with learning differences. In collaboration with academic institutions, LDS offers individualized, evidence-based programs that target student-specific learning needs. Our growing programs and services currently operate online, from our Learning Centres in East Vancouver and North Vancouver, as well as from six in-school locations. We provide sustainable, affordable and individualized programs to ensure that all children have an opportunity to realize their full potential.

Through early intervention, we support students at a critical time in their life, leading to profound, positive change in student life outcomes. We are scaling-up our organization and service provision with the ultimate goal to effect system change with material and wide-ranging societal benefits.

**Purpose of Position**

The Assistive Technology (AT) Manager is responsible for the development, implementation, administration and maintenance of LDS IT infrastructure, including LDS' assistive technology and socially assistive robotics programs. The AT Manager will work closely with LDS staff and LDS partners to manage and continuously enhance LDS' assistive technology software and hardware tools. The AT Manager will work with LDS staff and University of Waterloo SIRRL to develop and operate LDS' socially assistive robotics program.

**Principal Roles and Responsibilities**

The AT Manager manages all aspects of LDS' assistive technology (AT) program including:
- provide AT training and support for LDS staff and students
- manage LDS' AT studio
- coordinate with LDS AT company sponsors to further enhance LDS AT program capabilities
- lead LDS' socially assistive robotics technical program including extensive programming and operation of LDS socially assistive robots in coordination with University of Waterloo SIRRL  and LDS learning support team

- support overall LDS IT systems including network, databases, and applications
- plan, implement and communicate LDS IT system development, enhancements, and maintenance
- provide overall IT training and support for LDS staff

## Skills and Qualifications

- University undergraduate degree in engineering, computer science or related field
- Significant training and experience in computer programming
- Experience in an engineering or science discipline ideally with knowledge relating to software and hardware development, optoelectronics, and mechanical design
- Experience leading research projects, including sourcing from credible primary, secondary and tertiary sources
- Outstanding written and verbal communication skills, including the ability to translate complex concepts into plain language
- Demonstrated ability to iteratively adapt and evolve research methodology based on information gathered and focused, regular discussions amongst the core project team
- Excellent project management, interpersonal and organizational skills
- Multi-tasker and self-starter who thrives in small, team-oriented environment

## Requirements

- Criminal record clearance
- Eligibility to work in Canada
- Recent 'working with vulnerable populations' training (can be provided)

**Reports to:** Executive Director

**Start date:** As soon as possible.

**Location:** This position works primarily out of our East Vancouver office, which is located on very good transit and bike routes, and has parking available.

**Job Type:** Full-time, permanent

**Remuneration:** Salary range $50,000 to $60,000 commensurate with education and experience with attractive vacation and health and dental benefits. We would be pleased to discuss this at an initial interview.

**Equity:** LDS is committed to employment equity and believes that a workforce that reflects the diversity of the communities we serve strengthens our ability to achieve our mission. We strongly encourage applicants of all genders, ethnic and cultural backgrounds, sexual orientations, abilities, and with a range of life experiences to apply.

**Accessibility:** Please note, LDS's main office space is located on the ground floor of the building.

**How to apply:** Please send your resume and cover letter specifically indicating past experience as ONE PDF by 5pm February 12, 2021 to Rachel Forbes, Executive Director at ed@ldsociety.ca.

We encourage early applications; applications will be considered as received. Only shortlisted candidates will be contacted. Thank you for your interest. We look forward to hearing from you.