

**Integrity Commissioner**  
Director's Office  
H.J.A. Brown Education Centre  
5650 Hurontario Street  
Mississauga, Ontario

The Peel District School Board ("Board") invites applications from qualified individuals to serve as an Integrity Commissioner. The successful individual will serve the Board of Trustees, and will be responsible for providing advice, conducting inquiries, workshops and complaint resolution in an independent manner having regard for the ethical responsibilities of the elected members of the Board (trustees) in accordance with.

- Trustee Code of Conduct
- Protocols for Trustee Code of Conduct
- Board policies and procedures
- And general information with respect to the trustees' obligations under the Education Act and Municipal Conflict of Interest Act

The successful vendor will be appointed by the Board of Trustees for a five-year non-renewable term. Fee schedule to be negotiated with the Peel District School Board.

The successful vendor maintains control and custody of their inquiry and on completion of their appointment, will transfer open files relating to ongoing matters to the incoming Integrity Commissioner appointed by the Board. The Integrity Commissioner will work independently and it is expected the bulk of the work will be carried out at their workplace and will not be located on Board property. Office space at the Board facility will be made available as required.

**Experience and Qualifications:**

The role of the Integrity Commissioner calls for wisdom, sound judgement, high ethical standards, and the ability to trust confidence.

**The successful vendor will:**

- be an independent person who personifies high ethical standards
- have demonstrated proven impartiality and neutrality, such as that of an adjudicator, judge or other independent officer in a public service context.
- have the ability to provide services on a part-time, flexible and as needed basis.
- have no other involvement in political campaigning/endorsements related to the Board, or other related conflict of interest.
- have no other involvement in financial interest in the work undertaken by the Board.
- have the ability to provide alternative dispute resolution.

- have experience with managing sensitive inquiries, conducting investigations, and making timely and appropriate recommendations.
- have excellent oral and written communication skills.
- be familiar with investigatory procedures, duty of fairness, and the application of administrative legal principles
- have the ability to interpret and apply the provisions of various statutes, regulations, policies, and any other enabling framework.
- have practical knowledge of the education and school board systems as well as the Education Act and applicable regulations
- demonstrated impartiality, wisdom, and sound judgement, combined with the ability to inspire trust and confidence.
- have a minimum of ten (10) years of senior level management, legal and/or quasi-judicial experience.

### **Application and Selection:**

Trustee members of the Integrity Commissioner Selection Committee to Appoint will interview the candidates. The selection committee will make the recommendations to the Board of Trustees on an individual to be appointed as Integrity Commissioner for a 5-year term.

### **Duties are to commence as soon as possible.**

Successful vendor candidates must submit a Curriculum Vitae along with a cover letter explaining why they are interested in serving as the Integrity Commissioner and what qualifications and experience they would bring to this important role. Please submit the application electronically no later than **Wednesday, January 9, 2019 at 4:00 p.m.** to:

Director of Education  
c/o donna.baptie@peelsb.com

### **Criminal Record Check:**

The successful vendor appointed will be required to submit a satisfactory criminal record check prior to the commencement of his/her appointment.

### **Commitment to Equity:**

The Peel District School Board is committed to equity in employment. We will make any reasonable accommodation, based on any of the human rights protected grounds, to support candidates to participate in the selection process.