Director, Government and Institutional Relations

Queen’s University

Providing Canada’s definitive university experience, Queen’s University balances excellence in teaching with innovative research in a dynamic living and learning environment. Queen’s has a long-standing reputation for academic excellence, leadership, and engaged alumni. With its strong tradition of public service, the university has helped to shape Canadian values and policies, educating notable political and cultural figures.

With its strong tradition of public service, the university has helped to shape Canadian values and policies, educating notable political and cultural figures. Queen’s is located in the heart of the community in historic Kingston, situated on traditional Anishinaabe and Haudenosaunee Territory, midpoint between Montreal, Toronto, and the nation’s capital.

The University is seeking a Director, Government and Institutional Relations (G&IR) to advance Queen’s mission and to further strengthen its profile and influence with local, provincial and federal governments.

The Director, G&IR, is responsible for leading and directing government relations strategies, plans and activities across local, regional and national platforms for and with the senior leadership team of the university including the Principal and Vice-Principal University Relations. The director works with the University’s executive team, deans and senior administrators, providing leadership, counsel and a comprehensive approach to identifying and influencing public policy. Guiding and mentoring a small team, the director ensures that G&IR plans and activities advance Queen’s academic and research priorities, align with public and government interests, and enhance relationships with provincial and federal governments as well as partner organizations and institutions. While the main focus will be Ottawa and Toronto, the director will also support community outreach in Kingston and surrounding areas.

As the ideal candidate, you are a skilled administrator, a strategic leader, an exceptional communicator and a proven relationship-builder with government decision-makers and influencers, partners, stakeholders, and other key audiences. With a relevant degree (preferably graduate), you have a minimum of 8-10 years’ experience covering a full range of government relations activities. You have had success working in a collaborative manner within a complex environment. Your understanding of public policy within a multi-level government environment will be an asset, as will your experience with the post-secondary education sector.

This is a Toronto- or Ottawa-based position with regular travel to Kingston. To apply, please submit your résumé and related information to Michael Naufal and Jessa
Chupik at mnaufal@boyden.com and jchupik@boyden.com. Feel free to contact Mike or Jessa should you have any questions. We thank all applicants for their interest, however, only those under consideration for the role will be contacted.

The University invites applications from all qualified individuals. Queen’s is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, Aboriginal people, persons with disabilities, and LGBTQ persons. In accordance with Canadian immigration requirements, Canadian citizens and permanent residents of Canada will be given priority.

The University has policies in place to support its employees with disabilities, including an Accommodation in the Workplace Policy and a policy on the provision of job accommodations that take into account an employee's accessibility needs due to disability. The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation because of a disability or for any other reason during the interview process, please contact Keri Algieri at keri.algieri@queensu.ca or 613-533-3410.