

HRLSC | Human Rights Legal Support Centre

CAJDP | Centre d'assistance juridique
en matière de droits de la personne**MANAGER, COMMUNICATIONS & ACCESS TO JUSTICE INITIATIVES**

The **Human Rights Legal Support Centre (HRLSC)** provides a broad range of legal assistance to individuals throughout Ontario who have experienced discrimination contrary to Ontario's *Human Rights Code*. The HRLSC is seeking applications for a **Manager, Communications & Access to Justice Initiatives** to provide strategic leadership, management and expertise to the HRLSC's Executive Team on communications and public awareness initiatives aimed at promoting awareness of and equitable access to HRLSC services and available human rights resolution options, supporting navigation of Ontario's human rights system, including processes before the Human Rights Tribunal of Ontario (HRTO), and communicating the HRLSC's achievements, impact and public value. The Manager also oversees organizational reporting, including the Annual Report, Operational Business Plan and reporting to government and other funders.

Qualifications include experience leading and overseeing organizational strategic communications and media relations, including proactively promoting significant HRLSC legal achievements and interventions, as well as experience leading and managing public awareness and community-facing access to justice initiatives, including public legal information sharing, development of informational tools and resources, and initiatives supporting navigation of Ontario's human rights system, including processes before the HRTO. Candidates should have at least five years of relevant communications experience, including at least two years of management experience. The successful candidate will possess strong leadership and management abilities, political acuity and strategic judgement, including the ability to provide strategic advice to the Executive Team and Board of Directors. Candidates should have demonstrated experience supervising staff, managing performance, developing, and implementing team workplans, and overseeing priorities and deliverables. Candidates should demonstrate strategic management and evidence-informed decision making skills, including establishing criteria for prioritizing initiatives and allocating resources, assessing, and mitigating strategic, operational, and reputational risks, and monitoring outcomes. Candidates should also have experience overseeing major organizational reporting processes, including coordinating contributors, managing timelines, reviewing drafts and ensuring the quality and timely completion of deliverables. Deep understanding of Ontario *Human Rights Code*-related rights and obligations, and the human rights system in Ontario is required, as well as advanced knowledge and understanding of communications best practices and accessibility standards and requirements in the public sector. Excellent verbal and written communication and presentation skills, and proficiency in digital tools and software are required. Ability to communicate in both English and French is an asset, as is experience working with and building trust with marginalized communities. Demonstrated understanding and practice of anti-oppression and cultural competence are essential for this role. Experience using artificial intelligence (AI) tools responsibly to support communications, research, content development and operational efficiency is an asset.

This is a full-time, contract opportunity until March 31, 2028, with the possibility of extension. The position currently offers a hybrid work schedule, requiring a combination of in-person work from the HRLSC's Toronto head office and remote work from home, each week. This arrangement may be subject to change. The HRLSC provides a competitive total compensation and benefits package. Salary for this position is **\$90,000+**. The usual hours of work are 9:00 a.m. – 5:00 p.m., Monday through Friday.

[Full Job Description](#)**How to apply Applications must:**

1. Be submitted as one attachment
2. Include a resume and a covering letter, addressed to the attention of Human Resources
3. Be submitted by e-mail to: careers@hrlsc.on.ca
4. Have the subject line: **Manager, Communications & Access to Justice Initiatives – 20261014**

The Human Rights Legal Support Centre is committed to equity and diversity and encourages applications from people who are reflective of Indigenous and diverse communities. Accommodation will be provided in accordance with Ontario's *Human Rights Code*. Accessible formats of this posting are available upon request.

Application Deadline: Tuesday, November 3, 2026 @ 5:00 p.m.

We thank you for your interest in this opportunity.

Only those applicants selected for an interview will be contacted.

