



Registrar

Western University invites nominations, expressions of interest, and applications for the position of Registrar, with the appointment to be effective July 2023. This is an exciting opportunity to lead a dynamic area committed to providing a transformative student experience for current and future students of Western.

Western University is located on the traditional lands of the Anishinaabek, Haudenosaunee, Lūnaapéewak, and Chonnonton Nations, on lands connected with the London Township and Sombra Treaties of 1796 and the Dish with One Spoon Covenant Wampum. This land continues to be home to diverse Indigenous Peoples (First Nations, Métis, and Inuit) whom the university recognizes as contemporary stewards of the land and vital contributors of our society.

With an outstanding national reputation and an expanding international profile that ranks among the top 1% of universities worldwide, Western University sets a national standard for student experience while pushing the boundaries of teaching and learning excellence. Western's main campus community in London, Ontario is home to approximately 34,000 students — 6,700 of whom are enrolled in graduate-level programs. International enrolment includes approximately 2,700 undergraduates and 1,800 graduate students representing 128 countries. Western is a founding member of Canada's U15 and serves as a hub for more than 500 international research collaborations. During the busiest times of the academic year, more than 12,000 people work at Western, including more than 1400 full-time faculty members and over 2400 full-time staff. Please visit www.uwo.ca for additional information.

Western's Office of the Registrar fosters a culture of student service excellence and is a key contributor to the overall student experience at Western. The Office seeks to enhance Western University's profile in Canada and on the global stage through leading strategic enrolment management practices, from the initial point of contact with prospects through to graduation and beyond. Reporting to the Provost, the Registrar will provide strategic vision, leadership, and overall direction to the University's registrarial activities, while working closely with the senior academic and administrative leadership of Western. The role will lead a

team of 150 staff in areas that include domestic and international recruitment, admission, enrolment management, financial services, student records, exam services, and systems and reporting.

The Registrar will be a strategic and collegial leader with significant leadership experience in a range of registrarial services. Experienced in building and leading a strong collaborative team, the Registrar will have a track record of proactively improving operations and services, including enrolment management planning, student communications and services from recruitment to graduation, and student enterprise systems. A strong understanding of best practices in registrarial activities will be combined with a dedicated commitment to service for a growing and diverse community of students, faculty, and staff. With advanced judgement, project management, planning, analytical, and problem-solving skills, the Registrar will be a strong communicator who can build positive relationships at all levels of the University.

Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Indigenous people, persons with disabilities, persons with any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process by contacting WesternRegistrar@lavernesmith.com. In accordance with Canadian immigration requirements, all qualified candidates are encouraged to apply; however, Canadians and Permanent Residents will be given priority.

The Search Committee will begin consideration of candidates immediately and will continue until the position is successfully filled. Applications, including curriculum vitae, a letter of introduction, and the names of three references (who will not be contacted without consent of the applicant) should be submitted, in confidence, to the university's executive search consultants:

Laverne Smith & Associates Inc.
WesternRegistrar@lavernesmith.com