

Memorandum of Agreement

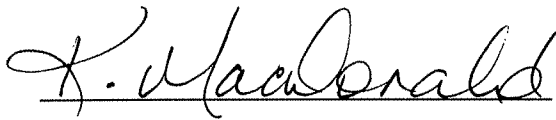
Between Brandon University and the Brandon University Faculty Association

Student Accessibility Associate

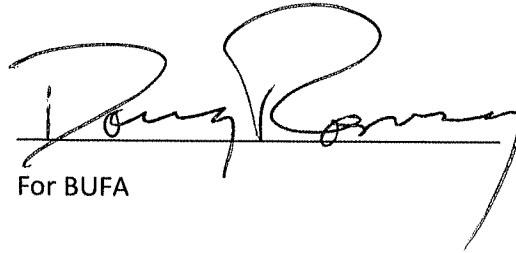
The Parties agree to the creation of a new term position, Student Accessibility Associate, at the rank of Administrative Associate. The job description is attached. The position will be advertised on the Human Resources website.

Should this position become permanent, the job description will be included in the BUFA collective agreement as D.1.12.

Date: April 20/2018

A handwritten signature in cursive script, appearing to read "K. MacDonald", written over a horizontal line.

For Brandon University

A handwritten signature in cursive script, appearing to read "Doug Conway", written over a horizontal line.

For BUFA

Student Accessibility Associate

Position Description

This position is responsible to the Dean of Students. The position includes duties as follows:

- a) Provide specialized individual and small group assistance to students with disabilities in the areas of academic skills and training with assistive technology,
- b) Recruit, train and manage specialized note taking, tutoring, alternate format and test/exam accommodation services,
- c) Assist in the hiring and training of student assistants,
- d) Promote awareness of accessibility and disability issues to the campus community,
- e) Collect appropriate records and maintain program statistics,
- f) Maintain confidential files and records of activities,
- g) Such other duties may be assigned by the Dean of Students through consultation with the incumbent.