



abuse-free sport

Office of the Sport
Integrity Commissioner

2023 Call for Applications for Investigation Unit and Sport Environment Assessment Unit

A. Background

The Sport Dispute Resolution Centre of Canada (“SDRCC”) is a not-for-profit service organization created by the Physical Activity and Sport Act (S.C. 2003, c.2) (the “Act”) with the mandate to provide to the sport community a) a national alternative dispute resolution service for sport disputes; and b) expertise and assistance regarding alternative dispute resolution. On July 6, 2021, the Federal Government designated the SDRCC to deliver an independent safe sport mechanism at the national level. As a result, the [Abuse-Free Sport](#) program and the Office of the Sport Integrity Commissioner (“OSIC”) were created and began operations on June 20, 2022. The OSIC is a functionally independent division of the SDRCC that administers the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (the “UCCMS”) under the Abuse- Free Sport program.

B. Call for Applications

The OSIC is seeking Canadian-based professionals to form part of two distinct pools of independent service providers available to perform:

- (i) investigations pursuant to the OSIC [Complaint Management](#) process under the OSIC Investigation Unit (“OSIC IU”)
- (ii) assessments pursuant to the OSIC [Sport Environment Assessment](#) process under the OSIC Sport Environment Assessment Unit (“OSIC SEAU”)

Eligible candidates with applicable experience may apply and be considered for one or both of the OSIC IU and the OSIC SEAU.

The independent service providers will be remunerated for their services in accordance with the OSIC policy(ies) regarding Independent Investigator/Assessor Remuneration.

The selection process may involve interview(s) with relevant candidates. Once selected, in order to be admitted to the OSIC IU and/or the OSIC SEAU, as applicable, candidates will be required to sign and comply with an OSIC IU and/or OSIC SEAU agreement, complete background check, sign OSIC acknowledgement of policies form and complete relevant mandatory orientation/training(s) (virtual only: further information will be provided to relevant candidates).

C. Selection Criteria

Candidates shall be selected on the basis of:

- Valid credentials as investigators/assessors compliant with applicable laws in their province/territory of practice;
- Expertise and experience in investigation and/or assessment services, as applicable;
- Background/training in a relevant field, such as, but not limited to, law, alternative dispute resolution, human resources/organizational development, human rights, intersectionality, child protection, psychology, investigation, cultural assessment, sport, etc.;
- Trauma-informed training, investigation/assessment training involving minors or experience in the context of investigation/assessment, as applicable;

- Experience in using web-based technologies or software in conducting investigations and/or assessments (for example: iSight, LexisNexis CaseManagement, etc);
- Independence from Canadian sport organizations;
- Canada's diversity of representation;
- Bilingualism (French/English) will be considered an asset.

The OSIC reserves the right to set its final selection criteria and to refuse candidates for the OSIC IU and/or OSIC SEAU for any reason. There shall be no appeal from the OSIC decision.

D. Required Information

Candidates must submit the following documents:

1. The OSIC Investigation Unit Application Form and/or OSIC Sport Environment Assessment Application Form (completed and signed);
2. A resume of no more than 5 pages setting out:
 - their investigation experience and/or assessment experience, as applicable;
 - their knowledge of and involvement or experience in the federated sport system and/or other relevant sector (e.g. human rights, child protection, etc).

E. Application Process

Applicants are strongly encouraged to review the following before applying:

- OSIC website: <https://sportintegritycommissioner.ca/>
- OSIC Policies & Procedures: <https://sportintegritycommissioner.ca/policies>
- UCCMS: <https://sportintegritycommissioner.ca/uccms>

Applications must be received by the OSIC **no later than 4:00 pm (EDT) on Tuesday September 15, 2023** and include all the documents required. Incomplete applications will not be subject to further follow up.

Interested candidates should send their complete application by email at applications@osic-bcis.ca. All documents and information provided by the applicants will be handled in confidentiality and in compliance with the [SDRCC Protection of Privacy Policy](#).

Upon review of an application, the OSIC reserves the right to contact candidate(s) to request additional information prior to finalizing the selection.