ODLAN

Accessibility Coordinator

Position: Accessibility Consultant
Organization: The Ontario Digital Literacy and Access Network
Reports To: Executive Director
Location: Remote (Work from Home)
Term: June 1, 2022 - July 30, 2022
Remuneration: $1,800 Flat Rate (Approx 10 hours per week)

ODLAN is a registered non-profit organization that aims to remove digital literacy and access barriers for 2S-LGBTQ+ community members. We offer a directory of existing digital literacy and access services along with our own resources on how the digital divide is impacting 2S-LGBTQ+ communities. We consult with service providers to assist them in building the infrastructure and capacity to create 2S-LGBTQ+ inclusive online resources and programming and by promoting digital security, equity, and access our mission is to create more inclusive virtual spaces that are safe and accessible to everyone.

We are a community-based, volunteer-led organization that was founded by 2S-LGBTQ+ graduate students, community leaders, and allies who have first hand experience working with 2S-LGBTQ+ community members with limited access to the knowledge and hardware needed to participate in online spaces. ODLAN began in response to growing concerns towards 2S-LGBTQ+ older adults' experiences with digital literacy and access barriers. Our vision is to empower service providers with the resources, tools, and knowledge to build digital strategies that use an intergenerational approach to remove access barriers to digital programs and related services.

About the Project

ODLAN is enacting a knowledge mobilization project to help 2S-LGBTQ+ organizations remove digital divide barriers and our current objective is to expand our current digital resource index. Currently, ODLAN's database consists of digital literacy programs, device lending initiatives, 2S-LGBTQ+ digital inclusion videos, and infographics with a total of 16 resource options. We aim to expand the database to a total of 40 resources. This project is called Combating Digital Exclusion: Mobilizing Educational Resource to Remove Digital Access Barriers and operates from March 2022 to August 2022. The aim of this project is to educate service providers on the challenges 2S-LGBTQ+ older adults experience when accessing remote service provisions. The project is structured into four phases: 1) Database development; 2) Network expansion; 3) Content creation; 4) Outreach; and 4) knowledge dissemination. This project is funded by the New Horizons Seniors Program grant.

The accessibility consultant is responsible for ensuring that ODLAN is adhering to Accessibility for Ontarians with Disabilities Act. They will work with the project team to identify and implement strategies to ensure our resources, educational materials, social media and live events are accessible. The accessibility consultant will also be responsible for reviewing ASL service providers that are queer-friendly and have interpreters available for our events.

Tasks and Responsibilities:

- Identifying and suggesting potential solutions for accessibility barriers, especially for the 2S-LGBTQ+ older adults.
- Applying accessibility knowledge to develop and disseminate educational and training resources on digital accessibility and inclusion.
- Assist in developing webinars and training that comply with the Accessibility for Ontarians with Disabilities Act.
- Work with ODLAN to ensure AODA, WC3 Accessibility Guidelines (WCAG 3.0) compliance.
- Research new trends in digital accessibility, ensuring ODLAN is staying ahead of emerging standards and technologies.
- Identify accessibility services providers for ODLAN webinars.

Skills and Qualification:

- Knowledgeable of the Accessibility for Ontarians with Disabilities Act.
- Knowledgeable of WCAG3 compliance
- Comfort with contacting accessibility service providers to inquire about their services and fees
- Knowledge of 2S-LGBTQ+ inclusivity, diversity and equity.
- Strong written communication skills
- Team player with commitment to ODLAN's mission and strategic directions.
- An understanding of Intersectionality and Anti-Racist and Anti-Oppression practices.
- May have experience working in, or with, a not-for-profit, registered charity, 2S-LGBTQ+ communities and/or social justice organization/environment.
- Excellent knowledge of Microsoft PowerPoint, Microsoft Word, and Microsoft Publisher.

Preferred Candidate should have:

- An undergraduate degree in Disability Studies, Gender, Feminist and Women's Studies, Equity Studies or equivalent post-secondary program.
- Certification in the Accessibility for Ontarians with Disabilities Act.

Submit your resume and cover letter to: Stephanie@odlan.ca