



DIRECTOR, PROFESSIONAL AFFAIRS

As the umbrella organization for teachers in Ontario, the Ontario Teachers' Federation (OTF) represents over 160,000+ members in four affiliated bodies. OTF is a powerful voice for the profession and publicly funded education on a variety of education-related issues. Its activities include government relations and advocacy with multiple stakeholders. OTF is the pension partner, along with the Government of Ontario, that oversees governance of the Ontario Teachers' Pension Plan (OTPP).

OTF is seeking a teacher or educator to join its senior professional staff, effective July 1, 2026, as its Director of Professional Affairs.

Primary responsibilities

Key duties of the role include the following; however, other duties will be assigned by the Secretary-Treasurer commencing upon employment.

- liaising with education-oriented organizations (e.g., Canadian Teachers' Federation, Ontario College of Teachers, Ontario Association of Deans of Education)
- monitoring emerging and promising research, practices and policies (e.g., special education, professional learning, teacher certification, wellbeing)
- coordinating the planning and delivery of teacher education and professional learning initiatives, projects and events (in-person and online)
- facilitating the work and meetings of OTF-Affiliate committees and workgroups (e.g., International Assistance, Teacher Education)
- representing OTF at Ministry advisory and working tables and external stakeholder committees (e.g., Canadian Healthy Schools Alliance, Ontario Coalition for Children and Youth Mental Health, CTF National Teacher Research Network)
- tracking and interpreting education-related data and reporting on emerging and ongoing trends and patterns (e.g., LoPs, TLAs, Faculties of Education enrolment)

Qualifications and experience

Reporting to the OTF Secretary-Treasurer and Executive, the successful candidate, who will be a senior member of the OTF staff, will have demonstrated competence in the areas outlined below. They will work as part of the OTF professional team to advance the six legislated objects of the Federation. This position will be of interest to an initiative-taking educational leader, able to work co-operatively and collaboratively, with a proven record of effective teacher advocacy.

Requirements

- University degree and a valid Ontario teaching certificate
- Minimum of seven (7) years' teaching experience
- Thorough understanding of OTF and its Affiliates and Ontario's publicly funded education system
- Extensive knowledge of principles, policies and practices of effective teacher education and teacher professional learning
- Ability to represent the Federation and its members and to advance the objects and work of the Federation
- Ability to conduct and/or coordinate research, develop research and position papers, and craft reports, memorandums, backgrounders and briefs
- Capacity to cultivate and sustain healthy working relationships with OTF's Affiliates, relevant Ministries, school boards, and other education stakeholder groups and organizations
- Competence in exercising and leveraging strategic acumen in educational contexts and political arenas
- Capacity to effectively coordinate and facilitate meetings
- Effective public speaking skills (small and large groups)
- Excellent interpersonal, collaborative, communication and organizational skills
- Strong digital literacy skills and a command of a variety of information and communication technologies.

Assets

- Experience with a provincial Affiliate in Ontario in a local or provincial staff or leadership position
- Ability to communicate in English and French
- Master's degree or equivalent.

Work hours and location

- Monday to Friday, with occasional evening and/or weekend work.
- In person at the OTF office (10 Alcorn Avenue, Suite 100, Toronto, ON M4V 3A9).

Salary and benefits

- Salary and benefits are in accordance with the *OTF-Secretariat Association Collective Agreement*.

How to apply

If this career opportunity interests you, please forward a brief cover letter detailing your interest in this position and your related experience, accompanied by a professional résumé, to the attention of the OTF Secretary-Treasurer Ian S. Pettigrew @ ian.pettigrew@otfleo.on.ca by 5:00 p.m. on Friday, May 22, 2026.

All enquiries and applications will be treated respectfully and in confidence. A *detailed job description* may be obtained by contacting Ian S. Pettigrew by email at the address above. We thank all applicants for their interest; however, only those candidates selected for interviews will be contacted.

The Ontario Teachers' Federation is committed to creating a work environment that is free from discrimination. We believe that our advocacy on behalf of Ontario's teachers is strengthened by a diverse team. We encourage applications from those who identify as Indigenous, Black, Racialized, Women, 2SLGBTQ+ and/or Disabled. OTF is committed to addressing and eliminating barriers for marginalized applicants; please let us know if you have any access needs.