



EMPLOYMENT OPPORTUNITY CSASK Deputy Registrar

THE ORGANIZATION

The College of Speech-Language Pathologists and Audiologists of Saskatchewan (CSASK) regulates the competent, safe and ethical practice of audiologists and speech-language pathologists in Saskatchewan.

THE OPPORTUNITY

CSASK is seeking a knowledgeable and forward-thinking Deputy Registrar to lead the day-to-day regulatory operations with confidence and clarity. The Deputy Registrar is primarily responsible for managing the registration and licensing processes and addressing professional practice issues. This role draws on strong leadership abilities, knowledge of CSASK's governing legislation and policies, and sound professional judgement to lead special projects and develop key college documents.

FTE: 0.6 -0.75 (mutually agreed upon by the candidate and the employer)

Salary Range: \$85,000 - \$115,000 (prorated based on FTE)

WHY JOIN CSASK?

This is a rare and ideal opportunity for a self-directed individual with progressive leadership experience. What sets CSASK apart from other employers?

- Comprehensive and competitive compensation package commensurate with experience.
- Remote workplace with flexible scheduling to support work-life balance.
- Access to professional development and learning opportunities.

QUALIFICATIONS, SKILLS, AND ATTRIBUTES

- A Master's degree or equivalent in audiology or speech-language pathology;
- A minimum of five years of professional experience, including collaboration with diverse interest-holder groups, is an asset.
- Understanding and experience in professional regulation and governance frameworks are assets. Familiarity with legislation, regulations, and governance principles.
- Demonstrated technological competence and proficiency in Microsoft Office applications.
- Proven ability to work independently as well as collaboratively within a team.
- Strong oral and written communication, facilitation, and interpersonal skills.
- Committed to continuous professional development and skill-building.

PRIMARY RESPONSIBILITIES

- Responds to inquiries and engages in verbal and written communications with applicants, registrants and key interest-holders;
- Assesses complex applications and uses best regulatory practice to make decisions that align with the governing legislation, as well as the regulatory and operational business of CSASK;
- Leads all aspects of CSASK's registration and licensing requirements and processes and represents the Executive Director/Registrar at internal and external meetings;
- Independently develops and revises registration policies, guidelines and reference documents;
- Collaborates with the Executive Director/Registrar, by escalating and advising on complex registration issues or questions related to professional practice;
- Manages ongoing development and maintenance of the applicant and registrant database to support the registration, licensing, and quality assurance processes;
- Works with the Executive Director/Registrar to inform, research and develop continuous improvements to support the registration, licensing and quality assurance processes;
- Engages in registrant education (webinars, informal connections, etc.) and develops relevant educational resources;
- Ensures registration data reporting requirements are met as required by legislation or at the request of the Executive Director/Registrar;
- Coordinates, attends and supports all Registration and Licensing Committee meetings; and
- Work collaboratively and engage in ongoing dialogue with external partners and interest holders to maximize benefits and growth to CSASK's processes.

To apply, please submit your resume and cover letter to Lisa Persaud, Executive Director/Registrar at ed.registrar@csask.ca by June 19, 2026.