



# Exploring employment at Ryerson

A guide for faculty candidates

**Ryerson  
University**

**Human  
Resources**

## Table of Contents

---

<b>Ryerson is a top employer</b>	<b>3</b>
100% employer paid health insurance coverage	3
Wellness benefits that are fully employer paid	4
Annual salary increases	4
A defined benefit pension plan	4
When can you retire?	5
Contribution caps and top up plans	5
About the Canada Pension Plan	5
A tuition waiver like no other	5
Paid time off	5
Childcare resources	6
Professional development	6
Sabbaticals	6
<b>Immigration and relocation funding and support from Ryerson</b>	<b>7</b>
Relocation for spouses and dependents	7
Spouse/partner employment	7
Referrals for additional relocation support	7
<b>Planning ahead for your move</b>	<b>8</b>
Payroll deductions	8
Sales tax	8
Housing and transportation	8
Resources to assist in spouse/partner employment	8
Additional resources for assistance	9
Children and youth education and other programs	10
City of Toronto programs	10

**Human Resources**

Schools	10
Travelling with pets	10
<b>Contact</b>	<b>11</b>

We are pleased that you are considering employment as a faculty member at Ryerson University. Ryerson's location, mission and values culminate to provide a truly unique place to work, collaborate and contribute to society in a distinctly meaningful and profound way. While not an exhaustive list, this guide highlights some of the great things available to faculty at Ryerson.

## Get to know Canada

Did you know that a study produced by [U.S. News ranked Canada the third best country](#) and an [Economist Safe Cities Index ranked Toronto the fourth best city](#) in the world to live in? The U.S. News study is based on perceptions of more than 20,000 people from across the globe on topics such as:

- environment
- friendliness
- heritage
- human rights
- open for business
- quality of life

The Economic Safe Cities Index looks at:

- digital security
- health security
- infrastructure security
- personal security

Moreover, Canada is vast and breathtakingly beautiful with an abundance of nature and a vibrant city life. Afterall, ["The Views are Different Here"](#)!

## Ryerson is a top employer

As one of both [Canada's Best Diversity Employers and Greater Toronto's Top Employers](#), we're committed to "Putting People First". This means striving to create environments where:

- faculty and staff are valued, respected and recognized for the work they do;
- equity, diversity and inclusion are core values;
- faculty and staff can learn and grow in their careers; and
- individual health and wellbeing are priorities.

## Publicly-funded provincial healthcare

If you're from outside of Canada, you may have heard something about our publicly funded healthcare system.

Each province has a health insurance plan, and in Ontario we have the [Ontario Health Insurance Plan \(OHIP\)](#). This covers the cost of many health services including:

- appointments with family doctors;
- hospitalization;
- visits to walk-in clinics and some other health care providers;
- visits to an emergency room; and

- many medical tests and surgeries.

However, there is a waiting period of up to three months to receive OHIP and during that time, you can access coverage through the [University Health Insurance Plan \(UHIP\)](#) which is covered fully by Ryerson for up to 18 months.

After the 18 month period, if UHIP continues to be required, the cost is shared 50/50 between the employee and the university. Access to UHIP for dependents is conditional on the employee having coverage.

### **100% employer paid health insurance coverage**

In addition to coverage provided by OHIP and UHIP, Ryerson provides comprehensive [health, dental and vision](#) care program, some of which includes:

- prescription drug coverage
- \$3500 in psychological services per year,
- \$800 in vision care every two years,
- 20 massages per year, and
- no annual dollar limit on dental services.

Note that these benefits are per dependent.

Additional benefits include:

- life insurance coverage of four times your earnings up to policy maximums;
- discounted membership rates to [Ryerson Recreation](#), including for dependents of 18 years of age and older;
- access to the on-campus [medical centre](#); and
- a confidential medical leave and accommodation process, and paid medical leaves, coordinated through [Workplace Wellbeing Services](#).

### **Annual salary increases**

A 2012 study found that [Canadian professors were the best paid in the world](#).

Ryerson offers competitive salaries; the minimum for each rank is identified in Article 13 of the [collective agreement](#) between the University and the [Ryerson Faculty Association](#).

Additionally, faculty receive two types of annual increases added to base:

- an across-the-board (ATB), effective July 1;
- a career development increment (CDI), effective September 1, conditional on satisfactory service and the submission of an annual report by May 15.

**A defined benefit pension plan that is indexed**

A defined benefit plan where the employer matches dollar for dollar is rare and one that is fully funded without any deficits is even more valuable. This is what Ryerson offers, in addition to the [Canada Pension Plan \(CPP\)](#) and [Old Age Security \(OAS\)](#).

The [Ryerson Retirement Pension Plan \(RRPP\)](#) is calculated based on:

- the highest 60 consecutive months of salary (normally the last 5 years);
- total years of pensionable service; and
- a predetermined formula.

Pensions are indexed upon retirement, accounting for inflation.

**Information about retirement dates**

Ryerson’s pension plan is designed to provide you with options depending on your needs:

- “Normal retirement” is at 65 years of age;
- Employees may retire as early as age 55 with either reduced pension or with full pension if their age and service combined equals 90;
- Alternatively, employees may retire at age 60 with full pension if they have at least 20 years of pensionable service.

Employees may opt to continue contributing to the plan until the end of the year (i.e. December) on which they turn 71 years of age. However, at age 71 the contributions must cease once they begin to collect pension payments, even if they chose to continue working.

**Sample of pension benefit**

To give you a rough idea of how the pension plan works, this chart shows the amount of pension payable annually based on “highest average earnings” of \$100,000. (Note: These pension amounts exclude CPP and OAS). Contributions can occur until age 71, but entitlements are maxed at 35 years of service.

Years of credited service	Annual pension
20 years	\$32,538
30 years	\$48,807
35 years	\$56,900

**Contribution caps and top up plans**

The Income Tax Act has a cap on contributions and the amount of pension that can be paid from a registered plan, the university has a top up plan if earnings exceed the Income Tax Act maximums. This allows employees to receive a pension based on their total salary.

### **About the federal government pension plan**

In addition to Ryerson's pension plan, Canada also has two federal pension plans. The Canada Pension Plan (CPP) provides partial income replacement in the event of retirement, illness or death (to a surviving spouse or one-time benefit to the estate). Normal retirement age is 65 however, reduced pension can be taken at 60 years of age. CPP can also be deferred until age 70. Payments are based on the amount and length of contributions.

The second federal plan is called Old Age Security (OAS). This plan provides income for residents over 65, as long as they meet residency requirements.

For details, visit the [Government of Canada's Canada Pension Plan](#) and [Old Age Security Overview](#).

### **A tuition waiver like no other**

Unlike the norm in the industry, members of the Ryerson Faculty Association enjoy access to a tuition waiver that covers all courses and programs at Ryerson, including at the graduate levels, for employees and their spouse/partner. Dependent children under the age of 25 are also eligible. That being said, workshops and non-credit courses are not covered.

Learn more about [Ryerson's tuition waiver](#).

### **Paid time off**

Faculty are eligible for five weeks of vacation per year, progressing to six weeks vacation after 12 years of service.

Additionally, employees receive full pay during the [mid-year break](#) in December at which time the University is closed.

### **Childcare resources**

Parents of newborn and newly adopted children for whom they are the primary caregivers, have access to job-protected leaves. The federal government provides paid leave to a maximum amount and Ryerson provides additional paid top-up for a portion of leaves. To learn more, visit:

- [Government of Canada's EI Maternity and Parental Benefits - Overview](#)
- [Pregnancy and subsequent parental leave for Ryerson Faculty Association members](#)

Faculty members receive priority access to Ryerson's [Early Learning Centre](#) (ELC) which provides child care for children 18 months to 4 years of age. Connected to the School for Early Childhood Education, the centre applies the latest research into early learning. The current rates are:

- full-time toddler (18 months - 30 months): \$1875.80 per month
- full-time preschool (30 months - 4 years): \$1431.75 per month.

### Professional development

Normal probationary period for tenure-stream faculty hired at the assistant professor rank is six years. Tenure process and criteria are described in Article 5 of the Collective Agreement and faculty receive guidance towards meeting the criteria through a number of means including teaching evaluations and year end assessments. Faculty members receive support in their development through a number of ways including:

- the [Professional Expense Reimbursement Fund](#) (Article 18 of the [Collective Agreement](#))
- through the [Office of the Vice-Provost, Faculty Affairs \(OVVFA\)](#)
- and the [Learning and Teaching Office \(LTO\)](#).

A transfer to tenure automatically results in transfer to the rank of Associate Professor which is accompanied by one Career Development Increment (CDI). Additional information can also be found in the [Guide to Evaluation for Pre-Tenure Faculty](#).

### Sabbaticals

Sabbatical leaves are administered based on a credit system. Accrual of sabbatical credits for pre-tenure and tenured faculty is at one sabbatical credit for each half year of full-time service. One teaching term is equivalent to one half year of service for faculty. Tenured faculty members must submit their application for a sabbatical leave by October 15 prior to the academic year in which they plan to start the leave. Further information can be found in Article 6 of the [Collective Agreement](#) or the [Guide to Sabbaticals](#)

### Immigration and relocation funding and support from Ryerson

Employees who must relocate to Toronto in order to accept employment with Ryerson are eligible for a relocation fund of up to \$10,000 in accordance with our [Relocation Policy](#), which covers a range of expenses including:

- the cost of transportation, per diems during transit,
- up to 3 days of accommodation for scouting for housing,
- transportation of belongings, etc.

Although the relocation policy stipulates reimbursement for moving expenses, direct billing is possible through our preferred vendor, [Armstrong Moving](#).



Newly hired faculty who are foreign nationals receive guidance and support from our Immigration and Relocation team and funding of up to \$6000 for legal assistance with their application for permanent residence.

All offers of employment are made conditional on authorization to work in Canada in accordance with the Immigration and Refugee Protection Act (IRPA) and the Immigration and Refugee Protection Regulations (IRPR), which must be obtained prior to the start date. Employees are required to transition to permanent residence once here on a work permit.

### **Relocation for spouses and dependents**

If you have a family, your spouse/partner will be able to obtain an open work permit based on your work permit and any [dependent children](#) under the age of 22 who do not have a spouse or partner will be able to accompany you as well.

### **Spouse/partner employment**

While Ryerson does not have a spousal employment program at this time, we are committed to doing our best to assist in the job search efforts. This includes receiving a resume/CV for consideration for any suitable vacancies at Ryerson and helping to make connections with external service providers including employment agencies and career coaches.

We recommend that spouses and partners begin their process of job searching as early as possible.

### **Referrals for additional relocation support**

Referrals are also available upon request for a range of high quality service providers including

- realtors;
- tax lawyers specializing in international tax laws;
- employment agencies; and
- career coaches.

### **Planning ahead for your move**

While you are considering employment at Ryerson, and as part of establishing your budget and planning for a potential move, you may find it helpful to consider the following:

### **Payroll deductions**

Faculty are paid on the 15th of each month and the deductions from each pay include the following:

- [federal and provincial taxes](#);
- between 8% and 9% pension contributions for the Ryerson plan;

- 30% of the life insurance premium for supplemental life insurance (which at a salary of \$100,000 is \$150 annually); and
- approximately 1% in Ryerson Faculty Association (RFA) dues;
- CPP & EI.

### Sales tax

It is also important to consider that Ontario has a [Harmonized Sales Tax \(HST\)](#) of 13%, that applies to purchases of goods and services, with some exceptions.

### Housing and transportation

In reviewing your [housing options](#), you will want to explore:

- [neighbourhoods](#);
- [commuting options](#), including [public transit](#) as well as the option to drive to work and [park on campus](#);
- [important requirements and costs](#) associated with [importing a vehicle into Canada](#).

Visit [realtor.ca](#) to view property listings in the Greater Toronto Area (GTA).

### External resources to assist in spouse/partner employment

Here are some of the many websites that host job postings that may be of assistance:

- [Career opportunities at Ryerson](#)
- [Jobs at Ontario universities](#)
- [Jobs at Ontario colleges](#)
- [Jobs across Canada](#)
- [Jobs across Canada](#)
- [University Affairs](#)
- [Canadian Association of University Teachers](#)
- [Greater Toronto's Top Employers](#)
- [Canada's Top Employers](#)
- [Government of Ontario information for newcomers on finding work](#)

### Additional resources for assistance

Some additional resources for assistance include:

- [Working in Ontario](#)
  - The Government of Ontario also provides information for newcomers on finding work.
- [Bridge Training Programs](#)
  - This provides individuals with technical and communication skills as well as designation preparation (where applicable) related to their field.
    - All of these programs also include a career readiness/job search component and sometimes even a work placement. These programs are usually administered in a case management format, thus clients will have

access to one on one support from a Placement Advisor/Employment Counsellor.

- [Volunteering in Ontario](#)
  - If feasible, volunteering may be an effective means of developing networks thereby leading to future opportunities.
- [ACCES Employment](#)
  - This government-funded agency offers assistance, especially to newcomers with finding employment opportunities. One of the programs they run is the [TRIEC Mentoring Partnership](#) which is a program geared towards internationally trained professionals, where mentees are matched with a seasoned mentor who works in their field.
- [Career Edge](#) is a program that offers four months to one year of paid internship programs which offer opportunities for seasoned professionals who have been in Canada less than 3 years, in large private sector organizations as well as in public sector.
- [Ryerson Employee and Family Assistance Program](#)
  - This program includes access to career counsellors who can assist with:
    - helping to focus on a clear career direction,
    - helping to access the mysterious ‘hidden job market’,
    - ABC’s of networking within and outside of one’s organization, including best practices for e-networking,
    - assistance with researching the organization,
    - general guidelines,
    - what to wear,
    - four parts of an interview,
    - employer questions,
    - applicant questions,
    - dealing with illegal questions,
    - follow-ups, references negotiation, closing the deal ,accepting/declining, and more.

## Children and youth education and other programs

### City of Toronto programs

In addition to the ELC on campus, you may wish to explore the following programs provided by the City of Toronto:

- [licensed childcare options](#)
- [parenting/family programs](#)
- [recreation programs](#)

Additionally, the City of Toronto offers a number of programs to support [youth job seekers](#).

### Schools

The Toronto District School Board includes over 500 schools and offers free education to children from Kindergarten to grade 12. Children who will be four by December 31 may commence kindergarten on September 1 of the same year. The schools are divided into Elementary (JK to Grade 5), Middle School (Grades 6-8) and High School (Grades 9-12). Completion of high school results in an Ontario Secondary School Diploma (OSSD).

Publicly-funded options include [Catholic](#), [French Immersion](#) and [Alternative Schools](#). There are also a number of [private schools](#) to select from.

For college and universities, the [Ontario Students Assistance Program \(OSAP\)](#), available to permanent residents and citizens of Canada, is a financial aid program that helps pay for college or university through grants and student loans.

To learn more about education in Ontario, visit:

- [Elementary School Guide for newcomers to Ontario](#)
- [Ministry of Training, Colleges and Universities](#)
- [Ontario College of Trades](#)
- [Toronto District School Board website](#)
- [Tuition fees by college](#)
- [Tuition fees by university](#)

The City of Toronto also offers a number of programs to support [youth employment](#).

### **Travelling with pets**

Last but not the least, if you intend on travelling with pets, be sure to read the instructions established by the [Canada Food Inspection Agency](#) also found on the [Canada Border Services Agency](#) website.

### **Contact**

We hope this summary helps answer some of the questions you may have. For more details, please review the applicable policies and information on [the HR website](#). You can also contact the [senior HR consultant based in your faculty](#) or Zenab Pathan, senior HR Consultant and immigration lead, [zenab.pathan@ryerson.ca](mailto:zenab.pathan@ryerson.ca) or 416-979-5000, ext. 2418.

We wish you an exciting and memorable experience while you explore opportunities with us!