


Campus Resource Guide

HUMAN RESOURCES

UNIVERSITY OF
WATERLOO





Campus Res

EMPLOYEE RESOURCES

Human Resources

Support for employees, managers, and new hires including advising, accessibility, recruiting, onboarding, compensation, benefits, payroll, and pension.

ext. 35935 uwaterloo.ca/human-resources
hrhelp@uwaterloo.ca

Faculty Association

Represents and protects the interests of regular faculty members in a wide range of areas (e.g. working conditions, tenure and promotion, compensation and benefits).

ext. 33787 uwaterloo.ca/faculty-association

Staff Association

Represents, protects, and advocates for the interests of University support staff in employment relations issues (e.g. working conditions, committee membership, compensation and benefits).

ext. 33566 uwaterloo.ca/staff-association

CUPE Local 793

Represents the interests of unionized staff members in the Food Services and Plant Operations departments.

ext. 36793 [uwaterloo.ca/human-resources/
support-employees/employee-resources/cupe](https://uwaterloo.ca/human-resources/support-employees/employee-resources/cupe)

Centre for Career Action

Career development for employees through individual appointments and workshops.

ext. 84047 uwaterloo.ca/career-action



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Conflict Management and Human Rights

Services for persons dealing with conflict, human rights issues, or workplace harassment.

ext. 49526 uwaterloo.ca/conflict-management-human-rights

Equity Office

Source of expertise to support students, staff and faculty; provide connection to resources and advise on equity, diversity, and inclusion.

ext. 40253 uwaterloo.ca/equity

Organizational and Human Development

Personal and professional development opportunities for employees.

ext. 30238 uwaterloo.ca/organizational-human-development

Secretariat

Guidance and support on governance, policy, privacy matters, and operations resources such as organizational charts.

ext. 32749 uwaterloo.ca/secretariat

Legal and Immigration Services (LIS)

Legal guidance and support on any legal matters related to the University of Waterloo. LIS also provides notary and commissioner services and visa and immigration support.

ext. 37549 uwaterloo.ca/legal-and-immigration-services

SAFETY

Police Services

Upholds University policies and performs law enforcement duties to maintain a safe campus environment.

ext. 22222 | ext. 84911 (emergencies)

uwaterloo.ca/police

Safety Office

Consultation and support on environmental and occupational health and safety matters.

ext. 33587 uwaterloo.ca/safety-office

HEALTH AND WELLNESS

Athletics and Recreational Services

Employee affiliated memberships for intramurals and sport clubs, aquatics, first aid, conditioning, fitness and wellness, and varsity athletics.

ext. 35869 warriors.uwaterloo.ca

Occupational Health

Support for employees in leading a healthy and balanced life including management of sick leave, return to work arrangements, and workplace accommodations.

ext. 36264 or 30338

uwaterloo.ca/occupational-health

Optometry Clinic

Full-service optometry educational institution offering a wide range of products and services to satisfy all vision care needs.

519-888-4062 uwaterloo.ca/optometry-clinics

UW Fitness (Kinesiology)

Services for comprehensive fitness appraisals, small group, and personal training.

ext. 36841 uwaterloo.ca/uw-fitness

LIFESTYLE

Earth Sciences Museum

The museum, through its collections, displays and programs aims to foster a broad and diverse appreciation for all features and processes of planet Earth for all ages, both within and outside the university community.

uwaterloo.ca/earth-sciences-museum



Theatre Centre

Three theatre facilities available for special events and rental to community organizations.

uwaterloo.ca/theatre-centre

Youth Programs and Camps

Educational, fun, and innovative camps for children and youth of all ages.

uwaterloo.ca/youth-programs-and-camps

CAMPUS SERVICES

Campus Map

uwaterloo.ca/map

Parking Services

Source for employees, students, and visitors to obtain parking permits or Grand River Transit corporate discount passes.

ext. 33100 uwaterloo.ca/parking

Visitors Centre

Central source for campus visit initiatives and visitor information.

ext. 33614 uwaterloo.ca/find-out-more/visit-waterloo/visitors-centre

Office of Academic Integrity

Resources for faculties, employees, students, academic support units, and extracurricular associations in making integrity-aligned decisions.

ext. 38562 uwaterloo.ca/academic-integrity

Office of Advancement

Advances the University through fundraising, alumni relations, and communications such as the Keystone Campaign, which supports employee and retiree giving.

ext. 32036 uwaterloo.ca/advancement

Alumni Relations

Outreach initiatives (programs, events, and services) that connect alumni to the institution and to each other.

ext. 32038 uwaterloo.ca/alumni

Central Stores

Logistical services for shipping & receiving, freight/mail processing, moving services, paper/e-waste recycling, surplus, and digital imaging.

ext. 33935 uwaterloo.ca/central-stores

Centre for Extended Learning

Services for online learning (design, development, and support) and professional development (in-class and online courses in various business-related subjects).

519-888-4002 cel.uwaterloo.ca pd.uwaterloo.ca

Centre for Teaching Excellence

Support for instructors on teaching, learning, curriculum, and education-based research through consultations, workshops, and online resources.

ext. 33353

uwaterloo.ca/centre-for-teaching-excellence

Communications

Development and delivery of communication vehicles and messaging to internal and external stakeholders. This includes the Daily Bulletin, an electronic news publication for the campus community.

ext. 33580 [uwaterloo.ca/university-communications/
internal-communications/daily-bulletin](https://uwaterloo.ca/university-communications/internal-communications/daily-bulletin)
uwaterloo.ca/marketing-and-strategic-initiatives

Community Relations and Events

Leadership of events and programs to develop and strengthen collaborative community relationships and recognize University milestones and achievements.

ext. 31882 uwaterloo.ca/community-relations

Finance

University financial services for purchasing card, travel and other reimbursed expenses, budgeting, invoicing, auditing, capital assets, and financial systems.

ext. 37817 uwaterloo.ca/finance

Food Services

Operation of UW Food Services outlets, including fine dining at the University Club.

ext. 35270 uwaterloo.ca/food-services

Catering & Event Services

Services for catering, special events and conference planning.

ext. 84700 uwaterloo.ca/catering

Government Relations

Development and implementation of strategies that enhance and strengthen the University's relationships with government.

ext. 33605 uwaterloo.ca/government-relations

Information Systems & Technology

Information systems, technology, and services in support of learning, teaching, research, and administrative needs such as University Network Account (WatIAM), email, and the telephone directory.

uwaterloo.ca/information-systems-technology
helpdesk@uwaterloo.ca

Institutional Analysis & Planning

Collection, reporting, and analysis of data and information to support decision-making, planning, and policy development.

ext. 30169

uwaterloo.ca/institutional-analysis-planning

Instructional Technologies and Multimedia Services (in Information Systems & Technology)

Technical support for instructional services and facilities, video/audio production assistance, and presentation set-up and support for departmental and special events.

ext. 43779 uwaterloo.ca/ist/teaching-learning-research-services

Library

Research and teaching support for faculty and students from Subject Librarians, information resources, research skills, individual and collaborative study spaces.

ext. 84883 (DP), ext. 36913 (DC) uwaterloo.ca/library

Marketing and Strategic Initiatives

Waterloo brand and reputation management. Creative Services provides print design, layout, illustration and multimedia production services to the University community.

ext. 33580

uwaterloo.ca/marketing-and-strategic-initiatives
uwaterloo.ca/creative-services

Office of Research

Support for researchers for grant application and review, research partnerships, management of funding, ethics review, intellectual property, and commercialization.

ext. 32526 uwaterloo.ca/research

Plant Operations

Services campus facilities, including design and construction, maintenance and utilities, custodial and grounds, and key control.

ext. 36318 plantoperations.uwaterloo.ca

Procurement & Contract Services

Execution of University acquisitions and contracts such as procurement of equipment, contracting, supplies, services, project management, and market research.

ext. 84501 uwaterloo.ca/procurement

Print and Retail Solutions

Campus source for departmental and personal purchases, printing needs, textbooks, and courseware orders from the W Store, W Print, New Media Services and Print and Retail Services, and WatCard. A WatCard is an official photo identification for purchases on campus and obtaining library materials. New employees will receive one at no charge.

ext. 39256 retailservices.uwaterloo.ca

ext. 32751 watcard.uwaterloo.ca

STUDENT SERVICES AND GOVERNANCE

AccessAbility Services

Services and support for students with permanent and temporary disabilities.

ext. 35082 uwaterloo.ca/accessability-services

Graduate Studies Office | Postdoctoral Office

Graduate Studies Office: Support and resources for graduate admissions, records, scholarships, regulations, and programs.

Postdoctoral Office: Support and resources for postdoctoral fellows.

ext. 35209 uwaterloo.ca/graduate-studies

uwaterloo.ca/postdoctoral

Registrar's Office

Support for students and employees on all undergraduate student enrollment services from recruitment to graduation.

ext. 32268 uwaterloo.ca/registrar

Student Success Office

Programs, services, and initiatives to support students' academic and personal success.

ext. 84410 uwaterloo.ca/student-success

Writing and Communication Centre

Writing and communication support for students and employees.

ext. 30436

uwaterloo.ca/writing-and-communication-centre

Waterloo Undergraduate Student Association (WUSA)

Services and supports for undergraduate students, including undergraduate student government, student voice and operation of commercial and student-run services such as Orientation.

ext. 84042 uwaterloo.ca/waterloo-undergraduate-student-association

Graduate Student Association

Services and support for graduate students, including graduate student government and student voice.

ext. 36015

uwaterloo.ca/graduate-student-association

ENTREPRENEURSHIP**Accelerator Centre**

Development and commercialization of technology companies such as the David Johnston Research + Technology Park and the Stratford Campus.

519-342-2400 acceleratorcentre.com

Conrad Business, Entrepreneurship and Technology Centre

Entrepreneurship programs for students such as student residence, workspaces, events, and mentorship.

519-888-4567, ext. 38381

uwaterloo.ca/conrad-business-entrepreneurship-technology

GreenHouse

Focused on social innovation and entrepreneurship for students, such as a student residence, workspaces, events and mentorship programs.

519-885-1460 greenhouse@uwaterloo.ca

Velocity

Entrepreneurship programs for students such as student residence, workspaces, events, and mentorship programs.

519-804-2240 velocity.uwaterloo.ca

DIVERSITY

Glow Centre for Sexual & Gender Diversity

Centre for sexual and gender diversity.

ext. 38569

feds.ca/feds-services/glow-centre-sexual-and-gender-diversity

HeForShe

The University of Waterloo's commitment to achieve comprehensive, long-term and sustainable gender equity.

uwaterloo.ca/heforshe

RAISE

Racial Advocacy for Inclusion Solidarity and Equity (RAISE), seeks to address racism and xenophobia through three pillars of Education and Advocacy, Peer-to-Peer Support, and Community Building.

ext. 37599 wusa.ca/services/racial-advocacy-inclusion-solidarity-and-equity-raise

Sexual Violence Prevention and Response Office

Provides support to all students, staff and faculty who have experienced, or have been impacted by, sexual violence. This includes: providing a safe space for folks to come and share in as little or as much detail about their experience; discussing resources, both on- and off- campus, that could provide further support; and exploring potential next steps, which could include safety planning, formal and informal options, workplace and/or academic accommodations.

ext. 40025 and 46869 uwaterloo.ca/human-rights-equity-inclusion/consultation-and-coaching/sexual-violence-prevention-response

Senior Director Indigenous Initiatives

Services to facilitate the sharing of Indigenous knowledge, provide culturally information, and support services for all members of the University of Waterloo.

Contact: j2becker@uwaterloo.ca

Women's Centre

Resources, support, and education on topics relating to women's issues and feminism for students of all genders.

ext. 33457 feds.ca/women

ACCESSIBILITY AND INCLUSIVITY

Accessible Parking and Entrances

uwaterloo.ca/map

Accessibility | Human Resources

uwaterloo.ca/human-resources/accessibility

Building Accessibility

uwaterloo.ca/accessability-services

Multi-Faith Prayer Spaces

uwaterloo.ca/chaplains/multi-faith-prayer-spaces

Inclusive Washrooms

[uwaterloo.ca/equity/equity-initiatives/
inclusive-washrooms](https://uwaterloo.ca/equity/equity-initiatives/inclusive-washrooms)

FACULTIES

Academic department chairs and support staff are available to provide assistance.

Faculty of Applied Health Sciences

ext. 31346 uwaterloo.ca/applied-health-sciences

Faculty of Arts

ext. 38246 uwaterloo.ca/arts

Faculty of Engineering

ext. 33348 uwaterloo.ca/engineering

Faculty of Environment

ext. 33463 uwaterloo.ca/environment

Faculty of Mathematics

ext. 36757 uwaterloo.ca/math

Faculty of Science

ext. 33363 uwaterloo.ca/science

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519-888-4567, ext 35935

uwaterloo.ca/human-resources

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