



Job Posting

Organization: St James Community Corner	Department: Core
Program/Project: Community Engagement & Development/ Share/Reuse Hub	Position Title: Community Connector
Location and Hours of Work: (SJTCC) sites and offsite 35 hours per week (available from 8:30am to 8:00pm and some weekends required)	Position Type: Full Time, Contract (Until March 31, 2020)
Expected Start date: ASAP	

Program/Project Description:

The Share/Reuse Hub creates opportunities for residents to develop skills, access thousands of tools for renovations and DIY projects. The program supports the City of Toronto’s priority to repair and reuse items, thereby minimizing waste and contributing to a greener community. The Share/Reuse Hub also supports local priorities in creating local income generating opportunities through skill development, community connections, and access to training.

The Community Engagement and Development Program facilitates the social, economic and civic integration of community members through innovative opportunities, provides capacity building and advocacy support, conduct outreach efforts to generate meaningful engagement to enhance awareness about programs and services and strengthen stakeholder relations and communications.

Position Summary:

The Community Connector is responsible for engaging with and connecting residents, community groups, volunteers, local partners, service providers, and stakeholders within the activities and work of Bicycle Repair/Tool Library Hub of St James Town

The purpose of this position is to build capacity by supporting and facilitating groups, connecting groups to services and resources, overseeing the implementation of community development plans, and acting as a liaison to create connections between residents, staff, partners and other networks. It involves working directly with people from diverse backgrounds in ways that are equitable and inclusive, requiring skills and approaches that reflect a strong social inclusion perspective.

This position also helps to embed values and a community development approach in all of its work

Main Tasks & Responsibilities:

- Make decisions by following rules, policies, guidelines and procedures; by independent judgement; by analyzing multiple information and interpreting and applying policies and agreements
- Provide assistance in the development and implementation of project goals and work plan, evaluation plan and budget to achieve agree-upon deliverables.
- Promote a culture of meeting client & neighbourhood needs and teamwork by supporting staff in all aspects of their work
- Participate in the evaluation and analysis of program metrics
- Model and engage in critical reflection and anti-oppressive and equitable practice during all interactions with colleagues, community members and other stakeholders.
- Support the development and implementation of a Community Development framework. Periodically evaluates the community development strategy and action plans
- Meet with and engage residents, service providers and institutional stakeholders living and working in the community and coordinate the involvement of colleagues
- Ensure staff and volunteers participation in the outreach, recruitment, registration and the delivery of services in basic bicycle repair throughout the Project.
- Connect the program to the local network planning table(s)
- Collaborate with City of Toronto and other project partners in the planning and delivery of special events
- Create awareness of the project and schedule, implement, and periodically suggest new community engagement techniques and tools. Collaboratively with the outreach worker develops outreach plans and implements
- Develop and implement an outreach strategy to promote the program to youth, local high schools and youth serving.

Qualifications:**Education**

- Undergraduate degree in social sciences, business administration, or a related field

Experience:

- Mechanical skills/repair experience is an asset and/or willingness train to obtain skills
- Five plus years of practical experience working with clients at various levels in the community social agency, community development work, outreach and stakeholder engagement
- Extensive experience understanding local community issues, priorities, gaps and needs including challenges facing newcomers to Canada
- Experience working in a fast-paced, client support environment; supervising volunteers and placement students in a client-focused environment
- Experience working with people of diverse socio-economic and cultural backgrounds from a strong anti-oppressive framework

Other:

- Good oral and written communication skills besides customer service skills are required

Working Conditions:**Hours of Work:**

Successful candidate would be required to work regular hours for 35 hours per weeks, and flexible between 8:30AM to 8:00PM besides evening shifts and weekends as decided by program requirements.

Location:

This position will be located within any of (SJTC) 's service locations based on community and program requirements. The locations (multiple) for this position may be added or moved to new addresses in the future according to the community and program requirements.

“St James Community Corner is committed to employment equity initiatives. We encourage residents of St James Town, and surrounding communities and members of ethno-racial, aboriginal, immigrant, francophone, refugee, LGBTQ+ and disabled community groups to apply and self-identify.”

How to apply:

To apply for the position candidates are requested to send a copy of their application (cover letter, resume and any other document supporting your candidature) to Human Resources Department, at recruitment@tno-toronto.org by February 28th, 2019

[CLICK HERE TO APPLY](#)