

Job Posting

Position Title:	Community Belonging Facilitator
Department:	Community Innovation
Reports to:	Manager, Community Innovation
Contract Dates:	Immediately – March 2022 (Contract renewal subject to funding)

Summary

The Community Belonging Facilitator is responsible for developing and hosting sessions that explore reconciliation and racism education, creating anti-racism education materials and building opportunities that foster social connections in the community. The ideal candidate is someone who is a thoughtful communicator that thrives on bringing people together to explore complex conversations.

Key Responsibilities

- Designs, coordinates and facilitates anti-racism and reconciliation workshops for clients and community members with an intersectional lens, in various formats, including dialogues and educational sessions, both virtually and in-person
- Researches, develops and writes curriculum for anti-racism workshops, including the creation of shareable resources including but not limited to fact sheets, posters, pamphlets and social media content
- Establishes safe, supportive, culturally appropriate, accessible spaces for clients and community members to explore anti-racism and reconciliation
- Ensures trauma support and education on how to tackle and respond to racist incidents is available during workshops for clients and community members
- Collaborates with staff teams across internal areas of work to ensure workshop and resource content addresses needs of im/migrants and newcomers
- Provides subject matter expertise on equity, diversity, inclusion, particularly as it relates to immigrant inclusion, and remains up-to-date on industry news and trends
- Develops and maintains relationships with a diverse range of clients, community partners, and stakeholders, and supports learning and action utilizing community development frameworks
- Works collaboratively across internal teams to incorporate equity, diversity and inclusion approaches within workshops and programs for im/migrants and newcomers
- Actively participates in EDI committee meetings, North Shore Immigrant Inclusion Partnership (NSIIP) events, reconciliation activities, and Team and All-Staff meetings
- Other related duties as required

Key Competencies

- **Values.** Demonstrates clear personal values that complement Impact North Shore's values of excellence, diversity, and respect.

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- **Integrity & Ethics.** Ensures integrity in personal and organizational practices. Builds a respectful and client-centered workplace.
- **Innovation.** Thinks creatively; is open to new ideas and technologies. Is committed to developing effective and new approaches to service excellence. Is flexible and adaptable to meeting changing demands of clients, funders, and other stakeholders.
- **Accountability.** Accepts and creates a culture of accountability; fosters personal growth; takes personal ownership. Is self-aware and demonstrates a commitment to ongoing learning and continual improvement. Assesses risk and develops risk mitigation strategies.
- **Engagement.** Shows passion for the job and the mission of Impact North Shore. Engages people, organizations, and partners in developing goals, executing plans, and in delivering results.
- **Effective Communication.** Fosters open communication, listens to others, speaks effectively, and prepares written communication so that messages are clearly understood.
- **Organized & Efficient.** Plans ahead and works in a systematic and organized way. Follows directions and procedures and ensures deliverables are met on time and according to agreed standards.
- **Strategic Thinking.** Has a vision for the future, builds plans, and makes decisions to get there. Aligns program policy and delivery with the strategic directions of NSMS and champions organizational change.
- **Building the Team.** Recognizes that the leader alone cannot get the job done; coaches staff and volunteers to meet the mission of Impact North Shore. Builds successful relationships with clients, staff, volunteers, and partners.
- **Results Focused.** Action-oriented. Maximizes organizational effectiveness and sustainability. Aligns people, work, and systems to meet organizational objectives.

Minimum Qualifications

- 1-2+ years of education/ experience in delivering diversity, inclusion, anti-racism programming with an intersectional lens
- 1-2+ years of experience in facilitation and community development
- 1-2+ years experience writing educational and/or marketing materials
- Strong writing and verbal communication skills
- Excellent organizational skills and attention to detail
- Ability to develop and maintain positive relationships among diverse stakeholders
- Strong analytical and solution-finding skills that include the ability to develop and propose creative solutions and approaches
- Demonstrated flexibility in adapting to changing priorities, work styles and, cooperation in working with a wide variety of clients, colleagues and community stakeholders
- Demonstrated ability to take initiative, step outside of your comfort zone and embrace learning through action
- Proven record of achieving contract deliverables and operational goals
- Experience working with individuals from diverse cultural backgrounds

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- Familiarity of and/or lived experience of diversity, as it relates to the im/migrant settlement experience, is considered a strong asset
- Ability to speak multiple languages is considered an asset

We strongly encourage applications from IBPOC, LGBTQ2S+ people, im/migrants and newcomers, and other underrepresented communities.

Additional Information

Hours: 28 - 35 hours / week

Salary Range: \$25 - 31 per hour depending on experience

Contract: October 2021 – March 2022 (renewal subject to funding)

Posted until filled. Resumes reviewed upon submission.

Email cover letter and resume to: hr@impactnorthshore.ca

Reference in Subject Line: **Community Belonging Facilitator**

Impact North Shore, formerly North Shore Multicultural Society, is an Equal Opportunity Employer. Only short-listed applicants will be contacted. No phone calls please.