

Community Action Coordinator

Neighbour to Neighbour Centre's Hamilton Community Food Centre, in partnership with Community Food Centres Canada.

Location: Hamilton, ON

Reports to: Director of Community Food & Family Services

Hours: 35 hours weekly, flex schedule with some evening work

Compensation \$45,000 – \$55,000 a year + benefits

About Us

Since 1986, Neighbour to Neighbour (N2N) Centre has been working to break the cycle of poverty in Hamilton. What started as a small food bank has evolved into an indispensable part of Hamilton's social fabric. N2N supports our community's needs, by offering access to healthy food, skill building programs, tutoring for children, financial support programs, counselling and a host of other interventions.

Our Hamilton Community Food Centre (HCFC) is an innovative project in partnership with Community Food Centres Canada that hosts a range of programming in food access, food skills and community engagement and community wellness work. We use food as a tool to build healthier people and communities. The staff team is integral to developing programming and creating an inclusive, positive, and vibrant culture that reflects the diverse, collaborative, hard-working spirit of Hamilton.

About the Role

The Community Action Coordinator (CAC) works oversees 1-2 part-time community care workers, organizes training and mentorship opportunities for program participants, and facilitates education and engagement events around social justice and inclusion. We are looking for someone with a unique mixture of grassroots experience and community engagement, committed to developing and facilitating programs and activities that are rooted in belonging philosophies and practices. Knowledge of community services and an ability to engage with community partners to offer programming that is innovative, creative and meaningful is featured. Anti-oppression practices are at the heart of all programming. The coordinator is expected to be immersed in these pedagogies and someone that can offer leadership to staff and participants in this area to foster learning and personal growth. The ideal candidate is optimistic, energetic, creative, resourceful and patient, and is a passionate advocate for food justice with a belief that change is possible.

Responsibilities

- Develop, outreach and deliver Community Action Training, an educational series for community members that runs annually.
- Create opportunities for education and engagement around social justice / food justice topics, including film screenings, panel discussions and/or festivals

- Develop and facilitate innovative programming focused on community interest and need
- Network and build connections with other agencies and activist groups
- Work with community partners and program volunteers

Coordinate the team of Community Care workers and provide Advocacy support

- Hire two (2) Community Care Workers from a pool of Community Action Training graduates
- Provide support and act as a resource to the Community Care Workers in their casework, develop goals and mentor skill-building
- Lead scheduling, meeting facilitation and ongoing education/training

Participate as a Hamilton Community Food Centre team member

- Provide support to food access and food skills programming in consultation with managers and coordinators.
- Inspire positive communication with participants, volunteers and partners
- Promote culture of health and safety within our space
- Represent Hamilton Community Food Centre and Neighbour to Neighbour Centre values in our community
- Measure and evaluate program impact through support of data collection, reporting, and development activities such as grant writing and annual reporting
- Contribute to communications through outlets such as social media and website
- Coordinate with other team members including the Manager of Family Services and Volunteer Coordinator

Qualifications

- Degree in Social Work, Community Service Worker, or other relevant program or equivalent professional experience, providing case management, community engagement and/or systems navigation
- Minimum 3 years' experience with program coordination, including facilitation in a social services setting
- Experience in effective communication and working in a diverse setting
- Knowledge of systems with which low-income people interact, including OW, ODSP, subsidized housing, legal aid and health care etc.
- Experience supervising diverse staff and/or volunteer teams, ideally supervision of peer workers
- Excellent group facilitation, interpersonal, communication and conflict resolution skills
- Demonstrated experience working with institutionally marginalized people and people of diverse cultures and abilities in a community-based setting

Additional Assets

- Lived experience of, and/or commitment to issues of hunger, poverty, food justice
- Commitment to continued learning and self-awareness around power, privilege, anti-oppression practices
- Ability to speak a language relevant to the neighbourhood (e.g. Spanish, Arabic, Urdu, and Kurdish)

- Patient with a good sense of humour and an ability to inspire and motivate others
- Familiarity with Hamilton, and specifically the Rolston neighbourhood

Resumes will be accepted until **Thursday, August 8, 2024**. Please send cover letter and resume to resumes@n2ncentre.com. Note in the subject line: **CAC application**

Neighbour to Neighbour Centre is committed to employment equity and encourages applicants from equity seeking groups. We regret that only those applicants being considered will be contacted.