



Children's Aid Society
La Société d'aide à l'enfance
NIPISSING & PARRY SOUND



Community Programming Coordinator

Temporary Full-Time

SALARY: \$61,869 to \$72,786

Calling all creative people who are community focused and in the know of all things North Bay!!!

WE want YOU!

PARNIPCAS is ramping up the Beauchamp Hub and needs a dynamic, well connected, creative, out of the box leader who can amp up our vision. If this sounds like you, please consider applying!

SUMMARY:

The Beauchamp Hub, known as "The Hub", is located at 140 Elmwood and aims to create a safe, inclusive, and welcoming community for all youth to connect, belong, learn, and grow. The Hub is open to youth ages 12 and older and is run through the Children's Aid Society of the District of Nipissing and Parry Sound. We are looking for a Community Programming Coordinator to be primarily responsible for having oversight of all the programs, services, and activities happening at The Hub in relation to outreach and youth programming activities. The successful candidate will be responsible for but not limited to developing grants, partnerships, and programs to support the organization's strategic direction, as well as creating and managing long term goals and operational plans. The incumbent will report to the Senior Management team and have strong community presence/connection. All actions are performed according to applicable regulations, Ministry standards and guidelines, and the vision, mission, values, and overall strategic direction of PARNIPCAS. This position is outside of the Bargaining Unit.

SKILLS AND QUALIFICATIONS:

- Bachelor's degree or Master's degree in a related field.
- Proven experience in program/service management.
- Proven stakeholder/community engagement skills.
- Experience working with First Nations, Inuit, and Métis (FNIM) people, diverse populations, and racialized groups is considered an asset.
- Experience and high degree of competency using a wide variety of software, hardware related to analytical needs, artistic/creative needs, and social media platforms would be considered an asset.
- Organized, energetic, goal-oriented, self-starter who strives for optimum results, resolves conflict, and promotes cooperation, commitment, and pride.
- Ability to work flexible hours, independently and as part of a team.
- Proven ability to take initiative, work independently, manage multiple projects and deadlines in a fast-paced environment.
- Ability to maintain a high level of integrity, diplomacy, and initiative.
- Satisfactory Police Records Check with Vulnerable Sectors Check and Provincial Child Welfare Check.
- Bilingualism is considered an asset (French/English).

APPLICATION PROCESS

Qualified applicants are encouraged to email their resume and cover letter to the Human Resources Department: hr.information@parnipcas.org.



PARNIPCAS is committed to a barrier-free, respectful, accessible, and inclusive work environment. We will endeavor to remove any barriers to the hiring process to accommodate those applicants with disabilities. Please inform Human Resources in advance should accommodation be required at any point in the recruitment and selection process.

We are committed to having a workforce that is reflective of the diversity of our community and strongly encourage applicants from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

Only those candidates selected for interviews will be contacted, however, we thank all applicants for their interest.

Will remain posted until filled.