



EXTERNAL Job Postings

Job Description

Community Engagement Lead

Requisition No:	01787
Posting Date:	01-05-2023
Posting End Date:	01-27-2023
Region:	Toronto
Schedule:	Full Time
Duration:	Permanent
Location:	
Expected Hires:	1
Minimum Salary:	
Maximum Salary:	
Employee Type:	Management
Hours per Week:	35
Contract Length:	
Team:	Equity, Diversity & Inclusion
Branch:	Equity, Diversity & Inclusion

POSITION

Community Engagement Lead Equity, Diversity & Inclusion

Reporting to the Manager – Strategic Community Partnerships, this position is responsible for leading community engagement. The role will effort to support CAS Toronto one relationship at a time through building new connections and strengthening partnerships through an equity and anti-oppressive lens. Specifically, this position supports the agency's work on developing, facilitating and coordinating projects and activities stemming from our Anti-Black Racism strategy as well as Equity focuses and goals.

MAJOR RESPONSIBILITIES

1. Builds and maintains strong relationships with external partners: community agencies and service organizations, while providing external facing support via facilitating conversations with a diverse stakeholder group, presentations, meetings, partnerships etc.
2. Develops new, and improves relationships with external partners, including community-based agencies and other stakeholders, to create opportunities for children, youth and families involved with CAS Toronto within their communities
3. Supports current partnerships through monitoring the effectiveness of implementation and application of an equity lens, and recommending changes to the manner with which children, youth and families are assisted in accessing these services.
4. Conducts reviews of services/programs/agencies to develop and implement strategies aimed at preserving and enhancing community partnerships using appropriate equity frameworks in collaboration with CAS Toronto departments
5. Organizes and leads workshops and meetings for external stakeholders to ensure effective coordination and appropriate information sharing in service delivery.
6. Provides appropriate guidance to external agencies when developing applications for funding for creation/continuation of programs/services utilized by CAS Toronto children, youth and families
7. Assists in the development of CAS Toronto's partnership program by undertaking needs assessments, researching, and developing options, support to staff/management of community agencies to inform new/expanded partnerships for CAS Toronto
8. Leads joint Committees and Workgroups with external stakeholders to further enhance community engagement and partnerships.
9. Increases awareness of the Black, African, Caribbean Canadian community among staff, foster parents, volunteers, children and youth, and responds to internal and external requests for information about related programs and services
10. Enhances workflow and communication pathways between parties by identifying barriers, and work towards creating new pathways to promote and optimize care for the client including the clarification of referral criteria and identification of the resource that will best suit the need
11. Ensures Society's Code of Ethics, Confidentiality, Anti-Oppression/ Anti-Racism, Harassment & Discrimination policies, etc. are incorporated into self and team.
12. Supports teams to reflect diversity, support differences and encourage different perspectives.
13. Uses sound judgment in consideration of financial resources within branch/departmental budget.
14. Ensures compliance with Society's financial policies and procedures.

15. Works in a safe manner in accordance with the society health and safety policies and procedures and all relevant legislation
16. Performs other duties as assigned

QUALIFICATIONS

Education and Experience

- A completed undergraduate degree in social work, public relations/communication, equity studies, human rights, diversity, human resources, social services with education on multiple equity frameworks plus two year's relevance experience in community or social services; OR
- An equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

Knowledge and Skills

- Advanced knowledge in engagement programming, design, implementation, and evaluation.
- Strong interpersonal, networking and community relations/development skills
- Strong oral and written communication and presentation skills
- Results orientation with a self-motivated bias for action, with strong critical thinking, and research skills.
- Well-developed client-service skills including flexibility and patience to work and deal effectively with people from a diversity of backgrounds and social locations in a professional manner
- Exceptional ability in identifying opportunities with potential partners and establishing positive relationships with diverse communities and community organizations for support, collaborations, event opportunities and programming
- Understanding and demonstrated knowledge of the existence and impact of systemic and structural oppression on marginalized identities
- Previous related work experience and knowledge of community resources providing service to community within the GTA
- Demonstrated understanding of equity, diversity, inclusion, AOAR, anti-Black racism, anticolonialism and anti-Indigenous racism frameworks and theory as applied to communities, institutions and groups
- Understanding of various facets of equity including but not limited to: racism in all its forms, religious accommodation, ability/disability inclusion, Indigenous inclusion, 2SLGBTQ inclusion, ageism and anti-oppressive practice
- Ability to travel across the GTA for work purposes
- Ability to work flexible hours inclusive of evenings and weekends
- Valid Ontario G or G2 Driver's License

Assets

- Access to an insured vehicle for Agency work
- Experience and proficiency in using social media
- Knowledge of current issues affecting the child welfare and community services sectors
- Knowledge of the Child, Youth and Family Service Act, Ministry guidelines, Society policies and procedures
- Proficiency in French &/or a second language.

OTHER INFORMATION

Accommodation at CAST

We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Rights Code. Applicants need to make any accommodation requests for the interview or selection process known in advance by contacting the Human Resources Department at 416-924-4640 x2300. Human Resources will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process which will enable you to be assessed in a fair and equitable manner.

Equity Hiring Strategy and Application Process

The Children's Aid Society of Toronto (CAS of Toronto) is committed to building a skilled workforce that reflects the population of Toronto as well as the diverse communities we serve. For this specific career opportunity to support our Equity Hiring Strategy, CAS of Toronto is inviting applications from qualified individuals who self-identify as being part of one or more of the following under-represented groups:

- racialized (visible minority)
- 2SLGBTQ+
- persons with disabilities

This initiative is deemed to be a Special Program under the Ontario Human Rights Code.

During the online application process, applicants will have the opportunity to complete the Employment Equity questionnaire, to indicate if they self-identify as being part of one or more of the above under-represented groups. Answering the questionnaire is

voluntary and all responses will be kept confidential and used only for the purposes outlined in this program. If the questionnaire is not completed by an applicant, they will not be considered as being from an equity seeking group.

The information collected will help us identify qualified applicants from the listed under-represented groups for this specific opportunity as part of our Equity Hiring Strategy. In addition, information provided will be used to understand the diversity of candidates that apply to roles within CAS of Toronto. A summary of the responses to this questionnaire will be used to help assess application trends and inform the development of enhanced and future recruitment programs which are equitable and accessible.

Qualified applicants who are interested in this opportunity can apply for position by submitting their application consisting of a cover letter and resume by clicking the Apply button below (at www.torontocas.ca/careers), by fax (416-324-2400), or mail (30 Isabella Street, 5th Floor) to the attention of Human Resources.

Applications must be received in the Human Resources Department, **NO LATER THAN 11:59 PM on FRIDAY JANUARY 27, 2023.**