

Position Title: Coalition Coordinator
Hourly Rate: \$32.36 to \$38.99
Department: Governance
Reporting to: Executive Director
Type: Part-time (17.5 hours/week), Indeterminate
Benefits: Excellent benefits package including Healthcare of Ontario Pension Plan (HOOPP)

Application Deadline: **August 24, 2018, at 4:00 pm**



Job Summary:

The Coalition Coordinator of the Coalition of the Community Health and Resource Centres provides strategic support, leadership and direction to Coalition projects and committees. They provide support to assist the Coalition's capacity to respond to emerging issues, and provide strategic guidance and partnership development.

The ideal candidate will have demonstrated experience in developing and fostering relationships with diverse community partners, managing strategic directions and workplans, and providing resources, guidance and leadership for community-based and cross-sectoral committees. They must have superior communications and organization skills, and be comfortable with administrative responsibilities including event coordination and website maintenance. Candidate must be proficiently bilingual in English and French (both spoken and written).

Requirements:

- Masters degree in Health or Social sciences preferred. Candidate with a combination of relevant work experience and related education will be considered.
- Demonstrated experience working with networks
- Demonstrated experience in and with concepts related to community development, social determinants of health, anti-oppression and health equity
- Demonstrated experience in research, data collection and analysis

Knowledge, Skills, and Abilities:

- Excellent Communications (both oral and written)
- Demonstrated experience in project management, networking, and presentation skills
- Demonstrated success in partnership development and liaising with community-based organizations
- Experience in working with decision-makers across sector partners
- Experience with website management, social media, and other digital communications tools
- Proficient in the use of computers
- Experience in working in the health and social services sector an asset
- Knowledge of community agencies

Language Requirement:

- English, written and spoken, required
- French, written and spoken, required
- Other languages an asset

Please submit your resume & cover letter as one document to: <https://swchc.bamboohr.com/jobs/view.php?id=135>

If at any stage in the selection process you require special accommodation, please let us know the nature of the required accommodation.

Somerset West Community Health Centre is an equal opportunity employer who values the diversity of individuals in our programs and services.

Due to the high volume of applicants, we can neither confirm receipt of nor respond to inquiries regarding your application. Only candidates selected for an interview will be contacted.