

## **Job Posting Full Time Opportunity**

### **HCBN Community Engagement Coordinator**

Are you an energized and engaged Hamilton resident with a passion for social justice and community building? Do you want to help amplify the voices of residents in the change going on in our city? Do you want to make sure that the most marginalized in our City don't get left behind in the dialogue? Then you should apply for this exciting position with a growing Not-for-Profit organization.

#### **Employer:**

The Hamilton Community Benefits Network was initially established in 2017 as a Community-Labour Coalition in response to the opportunities presented by the original announcement of full capital funding from the Ontario Government for the Hamilton Light Rail Transit project. The Hamilton LRT project fell under the Ontario Infrastructure for Jobs and Prosperity Act Bill 6, which with hard work from the Community, included Community Benefits requirements for some infrastructure projects in Ontario. HCBN was inspired by the success of the Toronto Community Benefits Network. Community Benefits Agreements have shown the potential to engage residents granting them a voice in changes to their community. With the once-in-a-generation opportunity of the Hamilton LRT to reshape the city, HCBN seeks to secure material gains in decent work and affordable housing to help offset the effects of Gentrification and displacement large infrastructure projects tend to bring to the Community. The Hamilton Community Benefits Network (HCBN) has partnered with the Hamilton Centre for Civic Inclusion (HCCI) and is engaged in building a Community Benefits Movement in the City of Hamilton. The current focus is on understanding community interests and demands around a Community Benefits Agreement from the Hamilton Light Rail Project. The HCBN has 8 organizational Foundation principles:

- 1. Provide equitable economic opportunities that promote economic inclusion through apprenticeship**
- 2. Contribute to the integration of skilled newcomers into Professional, Administrative and Technical jobs**
- 3. Contribute to neighbourhood and environment improvements through building new infrastructure**
- 4. Support social enterprises and other related vehicles to economic inclusion through commitments to social procurement**
- 5. Ensure clear commitments and accountability from all parties to deliver to the CBA**
- 6. Distinguishing Justice from Charity**
- 7. Economic Justice “a set of moral principles for building economic institutions, the ultimate goal of which is to create an opportunity for each person to create a sufficient material foundation upon which to have a dignified, productive, and creative life beyond economics.”**
- 8. Broader engagement across the whole city including access to faith organizations, disabled residents, racialized residents, and those outside traditional structured organizations**

**Job Description:**

This position will require you to work with the Lead Organizer at HCBN in important engagement of community members and organizations to advance the Community Benefits Movement in Hamilton. On a flexible schedule, you will be expected to assist the HCBN staff and coalition partners in the education, empowerment and mobilization of Hamiltonians' community benefits asks. You will be required to work with residents and HCBN members to facilitate discussions and survey the community through dialogues, workshops and other engagement tools to help shape a Community Benefits Agreement with Metrolinx and the City of Hamilton for the 3.4 Billion Dollar Light Rail Project. You will oversee volunteer coordination, steward community conversations and facilitate dialogues with diverse and varied Hamilton residents and organizations. It is crucial that you be able to seek out groups that often are left behind in such important conversations and invite them to partake in discussion. As the main point of contact for volunteers and residents, you will manage all aspects of volunteer recruitment, engagement, and orientation. Your work will enable the HCBN to grow its membership, connect with residents and volunteers, and reach into areas across all 15 wards of the city to identify and organize engagement sessions. The role will require in person and remote workshops, events, meetings, and seminars. Flexibility as the pandemic continues is a must.

**Requirements and Qualifications:** You will be a passionate community engaged individual who enjoys connecting with new groups and people. You will need to be able to work alone as well as in a group. Lived experience or 2 years of college education, is required with an emphasis on social services, public relations, community engagement and facilitation. Excellent verbal and written communication skills are required. Strong report and stakeholder document crafting ability is a requirement. The position will require experience in MS Office/Google Office products, graphic design software (InDesign, Canva), Survey Monkey, MailChimp. Extensive experience in remote meeting facilitation, including the use of Zoom, WebEx, Jamboard and other remote communication and facilitation tools. Bringing knowledge of WordPress or other web skills would be very beneficial to this position. Skills in community engagement, organization and movement building will be at the core of this position. The position will require some activity and engagement via our social media platforms. Proven abilities to establish effective workshop facilitation both in person and online is required. The work at HCBN in this role will be centered on Community Outreach and Engagement, meeting residents where they are at to facilitate dialogue, and community conversations. We are seeking an organized individual with a deep passion for social justice and economic inclusion. You must have the ability to multitask, manage and meet tight deadlines. Bilingual or Multilingual abilities will be considered a strong asset. This job will require working some weekends and evenings.

It is a full-time position demanding **37.5 hours a week**. Initial Contact for 6-Months to be extended to 2 years based on available funding. This position includes benefits, paid vacation, and sick days. At \$45,000-50,000 a year, this is a salaried position. As the organization grows and additional funding opportunities unfold, additional salary may be possible.

**How To Apply:** Applications may be submitted by email [info@hcci.ca](mailto:info@hcci.ca), Posting Closes Jan 14<sup>th</sup>, 2022, at 5pm. With the position starting the week of Jan 24<sup>th</sup>, 2022.