

**INTERNAL/EXTERNAL POSTING
MANAGER, COMMUNITY ENGAGEMENT
(Full-time, One year contract with renewal possibility)**

Delta Family Resource Centre (Delta Family, DF) is a community-based agency which has served communities in North-West Toronto for more than 40 years. Situated in ethno-racially diverse communities, Delta Family equips people with the tools and resources they need to live progressively fulfilling lives, using community-grounded approaches. A multi-ethnic, multi-site organization, DF provides a responsive range of programs, services and activities for families, young children and their caregivers, youth, Black communities and seniors. Committed to anti-oppression, addressing Anti-Black racism and inclusive ways of engaging participants, DF actively works to be part of a healthy, engaged, and empowered community where all people thrive.

Delta Family is seeking an experienced Community Engagement Manager. A w full-time position, the incumbent will be responsible for community programs, with a focus on meaningful community outreach and engagement, Youth, seniors and Food Security. As part of Delta Family's leadership team, the Community Engagement Manager will report to the Executive Director and will work closely with staff to ensure delivery and growth of programs consistent with Delta Family's vision and strategic priorities - modeling a clear commitment to meaningful community engagement. A key member of the management team, responsibilities include program development, monitoring and documentation of programs, grant writing, providing leadership, creating and managing partnerships, supervising and mentoring staff while modeling inclusive, equitable practices and a commitment to the organization's continuing evolution. Delta Family is an equal opportunity employer. Work is currently hybrid with some in-person presence required.

Responsibilities

- Engaging community members and supporting their efforts to identify and advocate on issues that they find relevant to their well-being
- Supervising and providing leadership and support to the Community team as they increasingly engage and support community leadership
- Establishing and continuing to build partnerships and meaningful relationships with key stakeholders – residents, community agencies, partners, and funders.
- Working effectively with the management team and other colleagues to ensure that DF is effectively represented with various stakeholders (clients, partners, funders, elected officials), on relevant networks and at public & private events
- Establishing community engagement goals, objectives and key performance indicators (KPIs) in collaboration with the Executive Director and other staff.
- Support the development and promotion of Delta Family's programs, activities and profile
- Identify, and write grants to grow Delta Family's community engagement programs
- Write funder reports, program plans and create systems to monitor program outcomes
- Initiate, engage, support, and/or collaborate with staff, participants, volunteers, and external partners on emerging issues
- Overseeing the creative engagement of community members to address issues that impact them and to develop and inform community members of relevant DF programs, activities & support
- Modelling DF values and a commitment to contributing to the healthy development of the organization, and representing and promoting programs and DF values to agencies, organizations, elected officials and the general public
- Ensuring that outcomes are documented and that DF achieves contracted deliverables.
- Ensuring that management is aware of relevant trends and able to pivot to respond appropriately
- Engaging a variety of tools to effectively improve public awareness.

- Leading community engagement activities and events internally and externally.
- Other duties as required.

Required Skills & Qualifications:

- Minimum requirement is a Bachelor's degree in Community Development, social justice, social work (post secondary qualification preferred), a relevant field or equivalent experience
- A minimum of 2 years of management experience, some in the not-for profit sector
- Minimum of 3 years of experience in engaging, leading and promoting meaningful community engagement
- Minimum of 3 years experience in working with marginalized, under-resourced and racialized communities
- Minimum of 1 year of supervisory experience, supervisory and monitoring staff
- Comprehensive understanding of Anti-Black Racism and the issues facing diverse Black communities
- Familiarity with the issues currently facing racialized and marginalized communities; experience in working with Black, African and/or South Asian communities an asset
- Demonstrated ability to manage key constituent relationships, including community members, agency and other partners, funders and elected officials
- Demonstrated commitment to anti-oppression, and a sound understanding of Anti-Black Racism
- Proven experience in report writing, grant writing, documentation of program outcomes
- High level of integrity, confidentiality, accountability and attention to detail
- Strong interpersonal skills and ability to work under pressure
- Sound analytical thinking, planning, prioritization, and execution skills.
- Able to effectively communicate both verbally and in writing.
- Commitment to working in an environment which practices and promotes generosity of spirit
- Able to problem-solve creatively and strategically.
- Familiarity with Toronto's north western communities an asset
- Some experience in revenue generation an asset
- Languages other than English an asset

Salary-\$ 60,000- 65,000

Application closing date: July 22nd 2022

Anticipated start date: August 2nd 2022

Forward cover letter and resume by the closing date to:

E-mail: [hiring@dfrc.ca](mailto: hiring@dfrc.ca)

Subject line: Community Engagement Manager

Please note that internal candidates will be considered before external candidates are interviewed

***We thank all applicants for their interest.
Regretfully, only short-listed candidates will be contacted.***