

Community Engagement Specialist

Full-time, permanent position / 37.5 hours per week

Who are we?

Food is not the solution to food insecurity, but people need support today. Knowing this, we collect and distribute more than three million kilograms of food annually to 140 member food banks, meal programs, and shelters across the province. This equates to over \$1 million worth of food each month. We also support our member agencies as they build capacity to serve their communities. While we help Nova Scotians meet a very basic need, we're raising awareness of the root causes of food insecurity - things like systemic racism, low wages, inadequate income support, and unaffordable housing. And we're advocating for sustainable, policy-based solutions that will allow everyone to live a life of dignity and leave no one relying on charitable band-aids to address human rights.

Overview of Responsibilities

The Innovation and Learning Lab was developed to help facilitate transformative change in response to food insecurity in our province. While still in early stages of development, the Innovation and Learning Lab team will work closely together to collect, review, and analyze research, while centering first voice and lived experience, with the intent of co-designing creative and sustainable solutions to the food insecurity crisis in our province.

This work cannot and should not be done independently. Working closely with the Project Manager, the Community Engagement Specialist will focus on the growth of the organization's community-based network, with a focus on authentic community engagement, while bringing together a First Voice Advisory Council, where participants collaborate and co-create solutions that address the unique needs of their communities across Nova Scotia.

The Community Engagement Specialist is passionate about facilitating positive social change, and will allow kindness, empathy and humility to guide their work through meaningful and effective communication. The Community Engagement Specialist is creative and resilient by nature, and will work from the heart, while centering first voice experience and approaching new learning with objectivity and curiosity. Reporting to the Director of the Innovation and Learning Lab, the core responsibilities of this role are to build strong relationships with diverse communities across the province; lead the design and implementation of community consultation processes and tools; and facilitate and steer conversations with diverse communities and partners in the design of new program prototypes and models. To support a healthy work/life balance, flexible work arrangements are available, within the confines of the role.

What does the Community Engagement Specialist do?

- Lead research and mapping of potential community partners in communities across the province, lead outreach to and engagement with community partners to explore opportunities for collaboration;
- Engage in and facilitate regular community meetings to foster relationship building, collaboration, and promote equitable access to food support
- Lead the design of community consultation plans, processes and tools to enable participants to explore and identify innovative program models and prototypes to pursue;

- Lead or support facilitation of community consultations, partner discussions and prototype workgroup meetings and engagement sessions;
 - Support outreach, recruitment, selection and onboarding for the Innovation Lab's Steering Committee members and members of the First Voice Advisory Council;
 - Lead or support facilitation of the Lived Experience Advisory Council, support member capacity building via connections to networks, training and other pursuits as identified by the Advisory;
 - Explore, identify and connect resources to the community to establish viable partnerships which support the overall community-building effort
 - Be a key point of contact and actively engage with community thought leaders, politicians, and local partner agencies
 - Cultivate relationships across the organization and with diverse communities to provide new opportunities and platforms for engagement and shared learning; provide continual education about these opportunities to internal and external partners;
 - Provide ongoing input, information, and materials (as requested) that support internal and external communication efforts around advocacy and engagement;
 - Participate in continuous training, workshops, seminars, and meetings that directly impact job-related knowledge, skills and abilities
- Liaise and work with third-party consultants and partner agencies, maintaining good relationships

What are we looking for?

- Undergraduate degree (or equivalent) in a related field, such as social science, community services, community development, social work, humanities, or psychology
 - Three to five (3-5) years of relevant work experience; an equivalent combination of education and/or experience may be considered, as long as they relate to the core tasks and responsibilities of the role
 - Robust commitment and desire to centre first voice; to amplify and engage those with lived experience without exploiting trauma or causing harm
 - Ability to facilitate community dialogue; exceptional presentation, facilitation, and public speaking skills. Previous workshop design and delivery experience required
 - Excellent organizational and time management skills; ability to quickly prioritize tasks and deliverables
 - Demonstrated ability to calmly, quickly, and creatively address and resolve conflict
 - Ability to build authentic, mutually beneficial connections that are relational and not transactional
 - Proficiency in MS Office suite required, aptitude for technology and systems
 - Genuine care and concern about dismantling systems of privilege and inequity
 - Exceptional interpersonal skills, able to communicate effectively with people from diverse audiences
 - Centres equity, diversity, and inclusion in their work, understanding that this is essential for fundamental policy change
 - Success in promoting teamwork and collaboration within a network; forming strong partnerships with agencies, clients, community organizations, and other interested parties
 - Passionate about facilitating positive, sustainable social change and building inclusive communities of practice
- Support the participatory co-design and facilitation of our first voice advisory council
 - Seek out new, potential partnerships and community relationships to collaborate with us on this work
 - Resourceful and highly organized; pays close attention to details and deadlines

- Collaborative by nature; demonstrated ability to solicit engagement in others by valuing their ideas, experiences, and expertise
- Exemplary communication skills, oral and written
- Deep personal integrity, with high ethical standards and commitment to transparency

Compensation

The annual salary range for this position is \$67,051 - \$78,884, paid out on a biweekly basis. Our total compensation package includes three weeks of paid vacation, group insurance (after 3 months) and an employer contributed group RRSP (after 6 months).

Summary

There is no such thing as the perfect candidate. If you don't meet all of the requirements, we encourage you to apply and share your story with us; what do you bring to the table that others may not? We aren't looking to hire someone who 'checks all the boxes'. We want someone who is passionate about our mission, who has the potential to do great work with the right tools and resources, and who is willing and ready to learn alongside our team as we work towards making positive, sustainable change in our community.

If you are looking for an outstanding opportunity to make an impact in your community, please submit a cover letter and resume that clearly indicate how you meet the requirements of this position, in a PDF document to: recruitment@feednovascotia.ca by 11:59pm on Thursday, October 6, 2022. Please include **Community Engagement Specialist** in the subject line to help us action your application more efficiently.

For us to create meaningful, sustainable change, equity, diversity and inclusion must be centred in every aspect of our work. As a provincial organization with influence and credibility, we recognize the responsibility we have to hold ourselves accountable to this. We know our efforts will effect more change if our employees, their identities, and their lived experiences are reflective of the communities we work with and live in.

Through ongoing work empowering everyone to bring their full, authentic selves to Feed Nova Scotia every day, we want to build a culture where difference is valued. We know where we want to be, but we'll be honest—we aren't there yet, and we won't get there overnight. But we're committed to doing the work, and we hope you'll join us on our journey and share your strengths as a member of our team.

If you require any accommodations to submit your application successfully, please contact us via e-mail at recruitment@feednovascotia.ca or by phone at 902-457-1900. Thank you for your interest in working with us at Feed Nova Scotia!