



## Community Engagement Manager: Inclusive Housing

We are strongly committed to diversity and inclusion and aim to create a healthy, accessible, and rewarding work environment which highlights employees' unique contributions to our organization's success. As an equal opportunity employer, we welcome applications from all to help us build a diverse workforce that reflects the diversity of the communities, in which we live and serve.

### Role Overview

Reporting to the Executive Director, the Community Engagement Manager: Inclusive Housing sets and guides the strategy to raise awareness, provide tools and support a community of practice wherein stakeholders share information, work collaboratively, and support each other in their efforts to promote inclusive housing options for people with intellectual and developmental disabilities.

The Community Engagement Manager: Inclusive Housing works closely with the Executive Director and the Senior Leadership team within the organization.

### Project Overview

- Map local housing networks, plans, strategies, opportunities, and barriers to inclusive housing in 10 communities across the province (3-4 each year).
- Support community living partners (individual people, families, and service providers) to engage housing networks, including non-profit housing providers, housing developers, and local municipal governments to include inclusive housing in their housing plans.
- Raise awareness about the need for inclusive housing, develop partnerships and promote developments to increase the availability of affordable and inclusive housing in local communities.

## Specific Accountability

- Full project life cycle ownership: successful project delivery will include full implementation from initiation to deployment for the inclusive housing strategy.
- Perform communications research and monitor the progress of various communication and engagement strategies.
- Provide on-site leadership for the project team by building and motivating team members to meet project goals, adhering to their responsibilities and project milestones.
- Manage all aspects of multiple related projects to ensure the overall program is aligned to and directly supports the achievement of strategic objectives.
- Report on project success criteria results, metrics, tests, and the deployment of communication strategies.
- Work creatively and analytically in a problem-solving environment demonstrating teamwork.
- Develop and manage all aspects of the project including planning, community relationships, communications, resources, budget, change, risks, and other issues.
- Develop and deliver progress reports, proposals, documentation, and presentations to various audiences, including the Inclusion BC Board and membership.
- Determine the frequency and content of status reports from the project and program team, analyze results and troubleshoot problem areas.
- Define success criteria and disseminate them to involved parties throughout the project life cycle.
- Identify and develop trusted advisor relationships with established community partners.
- Ensure that project is proceeding according to scope, schedule, budget, and quality standards.

## **Dimensions**

The role of Community Engagement Manager: Inclusive Housing is a leadership position at Inclusion BC. Furthermore, this role is directly responsible, in collaboration with the Executive Director, for the strategic, effective, and efficient management of this 3-year project. The position has a significant level of autonomy and will oversee a small team.

## **Skills and Competencies**

Demonstrated professional work experience in community engagement, project management, and communication in a related professional role, and a strong understanding of social justice, given the mandate of Inclusion BC.

## **Working Conditions**

The Community & Engagement Manager: Inclusive Housing is a full-time position (37.5 hours per week) within a strong value-based organizational culture. This position requires a high level of team collaboration, yet also requires significant autonomy and flexibility.

## **Compensation**

The salary range is \$60,000 to \$65,000 per year with three weeks of paid vacation. This is a three-year contracted employee position.

## **How to apply**

Resume and cover letter can be submitted by email to [info@inclusionbc.org](mailto:info@inclusionbc.org) by May 16, 2022.