

## JOB DESCRIPTION

### COMMUNITY INCLUSION ADVOCATE

#### ROLE OVERVIEW

The Community Inclusion Advocate provides advocacy, information, and referral for families and individuals to access the supports and services they need. Their work serves to highlight barriers to inclusion as well as systemic issues and opportunities for change at regional and provincial levels. It also serves to build the grassroots movement for inclusion and human rights for people with intellectual and developmental disabilities and their families.

Reporting to the Director of Public Policy and Programs, the Community Inclusion Advocate is responsible for connecting and engaging with families to support them in building inclusive communities within the mission, vision, and values of Inclusion BC. This position also develops and nurtures relationships with community stakeholders, local agencies, and government systems to enhance the capacity of communities to welcome and include people with intellectual and developmental disabilities as full citizens.

#### SPECIFIC ACCOUNTABILITY

The Community Inclusion Advocate reports to the Director of Public Policy and Programs and is part of the Inclusion BC staff team. The incumbent's work focuses on the following areas:

##### *Direct Advocacy*

- Provide advocacy support and/or referrals for people with disabilities, their families and networks.
- Ensure advocacy calls, emails and person-to-person contacts are recorded in the centralized database system.
- Monitor emerging trends from this data collection and share with the Director of Public Policy and Programs.
- Support and participate in campaigns as assigned by the Director of Public Policy and Programs.

##### *Group Advocacy*

- Identify existing family groups in BC as well as family leaders who may be interested in mobilizing advocacy efforts.
- Provide support to family groups and emerging leaders through one-on-one engagement or community workshops/ presentations.
- Develop mechanisms and networks for sharing and communication amongst family groups.

##### *Community Engagement*

- Work in collaboration with the Inclusion BC team to develop and implement our community development initiatives.
- Contribute to the shared work and goals of all Inclusion BC staff.

## SKILLS AND COMPETENCIES

- University degree or the equivalent in a related area.
- At least three years of community advocacy or family support experience.
- Excellent interpersonal and written communication skills.
- A commitment to full citizenship and human rights for people with intellectual disabilities is a core requirement.
- Knowledge of and/or experience working with people with intellectual disabilities, families, volunteers and community partners is required.
- Knowledge and experience in conflict resolution is an asset.
- Knowledge of social justice movements is also an asset.
- Community development and engagement experience would be an asset.
- Strong knowledge of Microsoft Office suite and ability to learn to use software to track support.

## WORKING CONDITIONS

The Community Inclusion Advocate is a full-time position within a strong value-based organizational culture. This position requires a high level of autonomy to follow up with the people supported and coordination and collaboration within the Advocacy team. This position is based at our main office in New Westminster, with the option to work up to 20% from home. Occasional travel within BC might be required.

## COMPENSATION

This role is full-time (37.5 hours per week) at an annual range between \$55,000 to \$60,000.

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.

## HOW TO APPLY

Submit resume and cover letter by email to [info@inclusionbc.org](mailto:info@inclusionbc.org) by November 6, 2023.