



Job Posting: Community Engagement Coordinator

Posting Date: June 9, 2022

SPECTRUM is a volunteer-based 2SLGBTQ+ charity that is sustainable, supportive, positive and a safe space for people of all ages in the Waterloo Region. By providing resources, information, rainbow-related events, and programming, SPECTRUM works together with partners and allies to ensure a strong and inclusive community.

SPECTRUM aims to provide a diversity-friendly work environment and particularly encourages people of all ethnicities, genders, sexual/gender identities, cultural backgrounds, abilities and beliefs to apply. SPECTRUM welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Position Description:

Thanks to an LGBTQ2 Community Capacity Grant through Women and Gender Equality Canada, SPECTRUM is recruiting a Community Engagement Coordinator as part of a special program to increase our capacity to work with members of 2SLGBTQ+ Black, Indigenous, and racialized communities. This is a full-time, nine-month contract with a salary of \$45,000.

Reporting to the Executive Director, the Community Engagement Coordinator will work on a variety of projects with a focus on:

1. Develop a work plan for the contract

The Community Engagement Coordinator and Executive Director will develop a work plan that includes the following:

2. Environmental Scan

The Community Engagement Coordinator will conduct an environmental scan of programs and services offered to Black, Indigenous, and racialized 2SLGBTQ+ people by other organizations across the country.

3. Outreach

The Community Engagement Coordinator will do outreach with Black, Indigenous, and racialized 2SLGBTQ+ community members in Waterloo Region to understand their needs, challenges, and barriers. This may be done through surveys, interviews, focus groups, or other methods.

4. Program Development

Using human-centred design thinking, the Community Engagement Coordinator will work to develop a program (or programs) for Black, Indigenous, and racialized 2SLGBTQ+ people at

SPECTRUM. This will include the development of an ongoing evaluation plan and evaluation tools.

5. Videos

The Community Engagement Coordinator will work with the Executive Director to create a series of educational videos that explore the intersections of 2SLGBTQ+ and Black, Indigenous, and racialized people. Subjects will be interviewed and videos will be released continuously. Topics may include Two-Spirit and Indigiqueer identities, anti-racism, white supremacy, colonization, history, and more.

Qualifications:

- Preference will be given to candidates who are 2SLGBTQ+-identified
- Substantial community development, outreach or social services program delivery experience
- Strong presentation abilities and group facilitation skills
- Excellent written and verbal communication skills
- Strong organizational/administrative and an ability to work independently
- Comfortable working with people of all backgrounds (i.e. sexual orientation, ethno-culturally diverse populations, individuals living with addictions and/or mental health challenges)
- Flexibility to work occasional evenings and/or weekends
- Flexibility to travel, if necessary, within Waterloo Region to meet with groups and/or host events

Application:

Please apply with a cover letter and resume to info@ourspectrum.com by June 30, 2022.

Subject line: APPLICATION: COMMUNITY ENGAGEMENT COORDINATOR We thank all applicants in advance; however, we will be corresponding only with those selected for an interview.