

Internal/External Job Posting

Environmental Program Coordinator (Canada Summer Jobs)

West Neighbourhood House, formerly St. Christopher House, is a multi-service, neighbourhood-based agency that has served the diverse communities of downtown west Toronto since 1912. The central purpose of West Neighbourhood House is to enable less-advantaged individuals, families and groups in the community to gain greater control over their lives and community.

Our Greenest City program is looking for an energetic, passionate, and creative individual with talent/interest in or knowledge of climate action through land stewardship and urban agriculture. Using a community development/engagement approach and strong communication skills, the position will support local urban agriculture of community members and will deliver programs, workshops, and activities for the vibrant and diverse community in Parkdale neighborhood. It will also be involved in special projects, program evaluation, and environmental activities.

This 30 hour/week position is a great opportunity for students interested in working both in and outdoors and who are wanting to take climate action at the neighbourhood level. Most work will take place at our Parkdale site and gardens though some work may be remote. The position will work alongside and in collaboration with the Greenest City staff and other students and will be accountable to the Community Engagement Coordinator.

West Neighbourhood House is actively seeking applications from Indigenous, Black and People of Colour, people with disabilities, women and people of all sexual orientations and gender identities/expressions. Applicants with lived experience as a participant of West Neighbourhood House programs, or related programming from similar organizations, are also strongly encouraged to apply.

West Neighbourhood House will provide accommodation throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please indicate the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.

Responsibilities:

- In collaboration with community members, volunteers and staff, takes climate action through land stewardship, urban agriculture, earth working, composting, plant watering, etc.
- Any Indigenous staff hired may also focus 50% of their time on the Dunn Garden: Indigenous Healing Garden (where traditional medicines and foods are grown), as well as the cultural/ceremonial and environmental activities and special events of Indigiqueer Earthworkers TO (an independent, self-determining, grassroots organization trustee by West Neighbourhood House).
- Delivers and supports climate action/urban agriculture programming, workshops, events, and activities with an eye to knowledge transfer, skill and leadership development, and community engagement.

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- Participates in and/or does research on Greenest City Special Projects as required (e.g. pollinator gardens; new climate action initiatives; community events, program planning, etc.)
- In collaboration with GC staff and using strong community building skills, works with community members to support existing sustainable food growing spaces and community food growers (e.g. supporting Steering Committees for Milky Way Food and Climate Action Hub, and HOPE gardens)
- Works collaboratively as a part of the GC team to achieve the Greenest City program's goals and outcomes through delivering and organizing program activities above.
- Participates in team meetings, weekly supervision meetings, communicates and works together regularly with team members.
- Embodies and promotes anti-racist, anti-oppressive, equity-seeking practice in all aspects of work and contributes to a stimulating learning environment that is inclusive, respectful, and culturally sensitive for Greenest City participants.
- Various administrative duties, including statistics, program records, reporting, etc. including contributing to program systems and their development and general office space duties.
- Other duties as required, including participating in House-wide events and opportunities as appropriate.
- Follows West NH COVID-related policies and procedures, including working in a hybrid fashion as appropriate.

Qualifications:

- Must be 16 to 30 years of age, citizen or permanent resident.
- Strong commitment to and passion for the environment.
- Curiosity and interest in learning, sharing knowledge, and working collaboratively.
- Experience with or interest in urban agriculture or other agriculture.
- Experience with or interest in climate action initiatives at the local level.
- Experience in leading and designing workshops, leading activities and group facilitation.
- Experience working on neighbourhood initiatives.
- Experience in working with diverse groups of people.
- Strong communication skills: spoken, interpersonal and written.
- Good computer skills (word, excel, teams, zoom).
- Able to work alone and as part of a team effectively.
- Able to take initiative and meet deadlines.
- Demonstrated commitment to the principles of social justice and DEI principles.
- Experience in community development is an asset.
- Residency in Downtown West Toronto is an asset.
- Fluent in languages other than English is an asset.
- Some evenings and weekends required.

Status:	Full-Time Contract, until September 1, 2023
Start Date:	July 4, 2023
Hours:	30 per week (some evenings and weekends required)
Rate:	\$15.50
Unit:	Community Response & Advocacy

West Neighbourhood House is an equal opportunity employer. We thank all applicants, but only those candidates to be interviewed will be contacted.



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Immediate Supervisor: Community Engagement Coordinator
Posting Date: June 1, 2023
Closing Date: June 13, 2023

To apply, please send us a resume and a cover letter by 5:00 pm on the closing date to:

Hiring Committee
248 Ossington Ave.
Toronto, ON
M6J 3A2
jobs@westnh.org