

## Community Engagement Manager

Employee, 40 hours per week, Reconciliation Canada, North Vancouver, BC

### Position Overview

Born from the vision of Chief Dr. Robert Joseph, Gwawaenuk Elder, Reconciliation Canada is leading the way in engaging Canadians in dialogue and transformative experiences that revitalize the relationships among Indigenous peoples and all Canadians. Our model for reconciliation engages people in open and honest conversation to understand our diverse histories and experiences. We actively engage multi-faith and multi-cultural communities to explore the meaning of reconciliation.

Reporting to the Director of Program Development, the Community Engagement Manager has operational responsibility for Reconciliation Canada community engagement initiatives, including but not limited to dialogue workshop development, management, sales and delivery. The role requires leadership in building and maintaining relationships with community partners throughout the Indigenous, non-profit, corporate and government sectors, large-scale conference and event management, and facilitation experience.

### Core Values & Beliefs

- 'Namwayut - We are All One
- Dignity
- Hope
- Openness
- Understanding
- Courage

**Position Type:** Employee, full time, 40 hours per week

**Start date:** as soon as possible

**Location:** Reconciliation Canada Office at 206, 1999 Marine Drive, North Vancouver & remote

**Reports to:** Director of Program Development

### Deliverables & Duties

- Manage a portfolio of community engagement initiatives, including but not limited to: dialogue workshop design and development, partnership development, management of participant, health and wellness, logistics, documentation and evaluation
- Build and maintain critical relationships with local, regional, provincial and national partners to ensure all community engagement programs and events are regionally and territorially appropriate and successful in each community
- Leverage key community partners to build community-based interest and awareness for opportunity to engage with Reconciliation Canada programming
- Scale fee for service engagements to meet organizational needs
- Develop the community engagement data collection and evaluation strategies
- Co-facilitate dialogue-based initiatives, including but not limited to: Reconciliation Dialogue Workshops
- Regularly assess with Director of Program Development and CEO, the progress of all portfolio initiatives, identifying risks and developing mitigating tactics to ensure success
- Produce reporting as required to enable organizational objectives
- Enable the success of the department and the achievement of organizational objectives by helping with other duties, as required
- Steward a strong culture based on our core values and reflective of our commitment to diversity and inclusiveness

*Together, we can achieve a shared understanding, shared resilience, and a shared tomorrow.*

## Skills & Experience

This is an extraordinary opportunity for an individual with knowledge and interest in community engagement and facilitation to support an organization on a national level that has already made significant impact in BC. The successful candidate will support the Director of Program Development and will work collaboratively with a high-performance staff team.

Specific requirements include:

- At least 5 years of experience in cross-cultural community engagement
- Experience working directly with Indigenous communities, with a strong understanding of the reconciliation process
- Analytic and decisive decision maker with the ability to prioritize and communicate to staff key objectives and tactics necessary to achieve organizational goals
- Strong written and verbal communication skills; a persuasive and passionate communicator with excellent public speaking skills
- Large volume sales experience - ability to manage multiple projects and clients simultaneously
- Experience working with Google workspace and project management tools (e.g. Asana)
- Experience designing and hosting dialogue-based events, including online events
- Strong facilitation skills and past experience with cross-cultural dialogue
- Confident working with a wide range of social groups
- Strong leadership skills to manage program development and delivery
- Action-oriented, entrepreneurial, flexible, and innovative approach to operational management
- Passion, humility, integrity, positive attitude, mission-driven, and self-directed

Reconciliation Canada values diversity and is an organization that is welcoming of all cultures, educational backgrounds, age, gender, sexual orientation, and abilities. As an Indigenous-led organization, we recognize and celebrate the diversity of all peoples, and promote cultural competencies of each employee.

We are committed to respecting diversity within our workforce and specifically to increasing the number of Indigenous, BIPOC, LGBTQ2IA+ employees within our organization. As preference may be given to qualified applicants, we ask that they self-identify in our recruitment and staffing processes.

**To apply, please send your cover letter and resume at [reception@reconciliationcanada.ca](mailto:reception@reconciliationcanada.ca) by Sunday, August 22, 2021.**