



North Shore
Community
Resources

Democracy
Café

JOB POSTING

Democracy Café Lead

Part Time Position

Founded in 1976, North Shore Community Resources' (NSCR) mission is to enhance well-being, social connections, empowerment and community participation by designing and delivering programs and services to create a thriving North Shore. To achieve this mission, we provide community programs and services in four areas: Child and Parent programs, Seniors programs, Community Engagement, and Community Legal Services and Housing Advocacy. To learn more about NSCR, see our [Annual Report](#).

NSCR is looking for a dynamic and thoughtful **Democracy Café Lead** to spearhead, develop and expand the activities of our Democracy Café program which is a platform to nurture our collective participation in democratic life while encouraging governments to find meaningful ways for citizens and residents to participate in government decision making. Currently, Democracy Café convenes and coordinates the North Shore Young Citizens' Forum, We Vote North Shore, First Vote and various other voter engagement activities. For more information on Democracy Café activities, see our [website](#).

Responsibilities:

- Review and enhance current DC programming and activities
- Develop the First Vote initiative (Grade 12 student voter engagement)
- Research, identify and implement new DC program and activities led by NSCR or in collaboration with other community partners
- Co-facilitate the North Shore Young Citizens' Forum including Forum planning, participant recruitment, facilitation of workshops, coordinating Forum logistics, participant support, reporting and evaluation, liaise with the Forum Advisory Group
- Develop a DC volunteer team including recruiting, training and supervising DC volunteers
- Identify relevant program funding opportunities and, with the support of NSCR staff, draft funding applications

Experience, Education and Qualifications:

- Undergraduate or post graduate education in relevant field such as political science, urban planning, communication, etc.
- Understanding and experience with democratic systems and theory
- Experience working with elected representatives and civil servants
- Understanding and experience with dialogue and facilitation principles and practices
- Excellent interpersonal and communication skills (written and oral)
- Strong ability to collaborate and innovate with other community partners
- Ability to work independently including working some evenings and weekends
- Event and project management
- Demonstrated interest in democratic participation/community development
- Experience with effective program promotion/marketing and use of social media
- Proficiency with Microsoft Office Suite, Google, Zoom, social media and other technology platforms

This is a part time position requiring approximately 14-21 hours/week (2-3 days/week). This position will include evening and weekend work and is subject to available funding.

Start Date: October 2021

Wage: Approximately \$21-25/hour depending on experience

Suitable Candidates Will be Subject to a Criminal Record Check

Applications:

Please send *electronic* applications in PDF format including a covering letter and Resume to:

Murray Mollard, Executive Director: murray.mollard@nscr.ca

APPLICATIONS DUE: **As soon as possible**

NSCR values a diverse and inclusive workplace. We encourage all individuals inclusive of any identity to apply. Only those applicants selected for an interview will be contacted. We thank all individuals who submit an application for their interest.