

## **COMMUNITY ORGANIZER GOVERNMENT RELATIONS AND PUBLIC AFFAIRS**

The Ontario English Catholic Teachers' Association, representing 45,000 teachers in Ontario's publicly funded Catholic schools, invites applications for the position of Community Organizer assigned to the Government Relations and Public Affairs Department of the provincial office, commencing on or around **January 1, 2024 and ending no later than June 30, 2026.**

Reporting to the General Secretary, the Community Organizer is responsible for engaging and maintaining relationships with community and labour organizations at the provincial level and beyond and supporting local units as they engage with organizations and groups within their communities.

Duties include:

- Developing workshops and training for members;
- Consulting with and recommend tactics and strategies for local leaders;
- Developing links and strong lines of communication with parent groups, labour councils, and community organizations to grow relationships and trust with the Association;
- Creating resources and training opportunities for OECTA leaders that will assist in the facilitation of engaging community groups at the local level;
- Developing strategies, and organizing a variety of consultations, activities, and events, ranging from newsletters, public workshops, town halls, and speaking events to engage community organizations on issues related to publicly funded education;
- Consulting with and recommending tactics and strategies to local leaders on best practices to develop and maintain relationships with local community groups;
- Supporting OECTA's political action strategic objective leading up to the next provincial election;
- Reporting on community organizing and engagement work to the General Secretary and Department Head of Government Relations and Public Affairs as required; and
- Other duties as assigned by the General Secretary.

Minimum qualifications include:

- Minimum of five years experience working in community organizing and community building in either a paid or volunteer capacity;
- Excellent oral, written and interpersonal communications skills with strong writing abilities;
- A strong ability to lead projects to conclusion and meet deadlines, working effectively independently and in a team environment;
- Ability to analyze written reports, news items, social media trends, and public policy developments affecting education and labour, to communicate pertinent information and positions of the Association to members, media, and the public;
- Experience in designing and executing meaningful engagement and outreach programs using a range of innovative organizing and engagement techniques;
- Proven ability to work in a team-focused setting on multiple projects simultaneously; and
- Highly effective organizational skills with a demonstrated ability to multi-task.

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The following areas will be considered an asset:

- Knowledge of education-related issues in Ontario;
- Related association and/or union experience;
- Interest in social justice, and initiatives/issues related to accessibility, inclusion, diversity, and equity; as well as furthering the causes of the labour movement in Ontario;
- Demonstrated experience in federal, provincial, municipal and community-based campaigns;
- Demonstrated history of political activism; and
- Understanding of and commitment to publicly funded Catholic education.

The successful applicant must be a self-motivated leader and be able to work cooperatively and collaboratively with others. As well, the successful candidate is expected to travel and to become involved in personal professional growth programs as initiated by the General Secretary.

Compensation:

Salary, benefits and working conditions are as per the collective agreement between the Ontario English Catholic Teachers' Association and the OECTA Staff Association.

For those applicants granted an interview, the Association intends to hold such interviews on **December 19, 2023.**

#### **APPLICATION PROCESS**

Application closing date: **December 8, 2023 at noon.**

Qualified candidates are required to submit a résumé electronically to the attention of René Jansen in de Wal, President, via email to [careers@catholicteachers.ca](mailto:careers@catholicteachers.ca)

Letters of reference will not be considered.

The Ontario English Catholic Teachers' Association is committed to employment equity and is actively seeking to ensure a representative workforce. Applicants with lived experience as an Indigenous person or a member of an equity-deserving group are encouraged to self-identify in their covering letter.

In accordance with the *Accessibility for Ontarians with Disabilities Act* and all other applicable legislation, The Ontario English Catholic Teachers' Association is pleased to accommodate individual needs for applicants with disabilities within the recruitment process. Please let us know if you require an accommodation to ensure your equal participation in the recruitment and selection process.

We appreciate the interest of all applicants, however, only those selected for an interview will be contacted.