



Community Engagement Coordinator

The Advocacy Centre for Tenants Ontario (ACTO) works to advance human rights and justice in housing for low-income Ontarians through legal advice & representation, law reform, training and education.

ACTO is seeking a dynamic individual with strong relationship building skills and political acumen to join its small team of professionals to advance its mission.

Responsibilities include:

- Develop & maintain relationships with housing advocacy organizations
- Identify and implement community development initiatives to support increased awareness of housing rights
- Identify issues for law and policy reform based on input from tenants, community partners and housing advocacy organizations
- Present housing policy and legal information to the community through workshops and public speaking engagements
- Identify issues for community education initiatives based on need.
- Represent ACTO in housing advocacy coalitions and networks
- Collaborate with the legal and program team to create, coordinate and disseminate housing policy, fact sheets and other relevant documents;
- Work with the Communications & Public Affairs Specialist to develop & maintain ACTO's digital communications and enhance digital engagement with stakeholders;

The ideal candidate will be a self-starter motivated by an opportunity to work in a collaborative environment. They will also possess the following skills and qualifications:

- Post-secondary education in Social Work, community engagement, political science, or related fields
- 3 or more years of experience in community engagement or related role, preferably in a not for profit environment.
- Experience in relationship building
- Demonstrating strong planning, organizational and problem solving skills
- Strong written and oral communication skills
- Experience working with community-based groups and organizations
- Knowledge of policy issues in the area of human rights and/or housing
- Strong technical skills (Microsoft Office, wordpress, social media management tools, Mailchimp)
- Ability to speak a second language an asset
- French language skills an asset

The salary range for this position is \$70,000, with generous benefits. Please email a covering letter, your resume, and any media related materials that demonstrates your candidacy to the attention of the Hiring Committee, Community Engagement Coordinator to thomsot@lao.on.ca on or before November 12, 2021.

ACTO is an equal opportunity employer and is committed to establishing and maintaining a diverse and inclusive workplace and encourages applications from equity seeking groups including but not limited to individuals of indigenous descent, individuals who identify as LGBTQ2+, persons with disabilities, members of racialized communities, people of diverse faiths and creeds, and women.

Please be advised that our organization requires all staff, students and volunteers to be fully vaccinated.

We thank all applicants; however only candidates selected for an interview will be contacted.

