



## 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. This is a two year contract position with a strong possibility of becoming permanent.

**Responsibilities** include:

- Develop & maintain relationships with housing advocacy organizations
- Identify, strategy, 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 for community development initiatives. ;

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 with stakeholder engagement
- Demonstrated strong planning, organizational and problem solving skills
- Strong written and oral communication skills
- Led or supported campaigns for community-based groups and/or organizations
- Knowledge of policy issues in the area of social justice and/or housing
- Strong facilitation skills
- Strong technical skills (Microsoft Office, Wordpress, social media management tools, Mailchimp, Canva)
- Ability to speak a second language an asset
- French language skills an asset

The salary range for this position is \$72,275 to \$78,141 commensurate with experience. The position includes generous benefits that includes 4 weeks annual vacation (plus 1 week during December holidays), group health benefits and pension. ACTO is a hybrid workplace with a minimum of 2 days per week in the office

If you are the right person for the position please email a covering letter and your resume, to the attention of the Hiring Committee, with a subject line: Community Engagement Coordinator to [tessy.thomson@acto.clcj.ca](mailto:tessy.thomson@acto.clcj.ca) on or before **April 10, 2026**.

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.

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