

## **Employment Opportunity**

### **Harmony Project Coordinator**

Salary: \$50,000 to \$60,000

#### **Working at YWCA Banff**

YWCA Banff is a community-based, feminist organization with over 100 years of experience in Banff and the Bow Valley. Governed by a volunteer Board of Directors, our organization shapes a safe, inclusive community that empowers women and girls in support of our vision of a thriving, equitable society. The YWCA is funded through grants, donor support and revenue from our social enterprise program – the YWCA Banff Hotel.

All employees play an instrumental role in realizing our organizational goals through their commitment to our four strategic priorities: programs and services to end gender-based violence; a continuum of sustainable housing solutions; advancing the rights of women and girls; and building a sustainable organization.

The Harmony Project is a collaborative community project aimed at addressing sexual assault and harassment in the Bow Valley. The committee includes key community stakeholders and focuses on key areas of prevention, education, and support for survivors.

The Harmony Project Coordinator position will be based out of the YWCA Banff with guidance and collaboration from the Harmony Project Committee.

#### **A Day In the Life**

Harmony Project Coordinator is responsible for maintaining a specialized, collaborative, coordinated community response to sexual violence in the Bow Valley. This role will focus on the core priorities of the Harmony Project, including: community collaboration, prevention and awareness, and support for survivors.

Specific responsibilities include but are not limited to:

#### **Community Collaboration and Coordination**

- Chair the Harmony Project Committee and relevant task groups as required
- Develop and maintain strong relationships and information sharing between key stakeholders
- Complete grant applications and funding reports
- Support professionals from different disciplines to coordinate their respective roles, responsibilities, and contributions in responding to sexual violence in the community

## Sexual Violence Response Program

- With support from the Manager of Advocacy and Community Programs, oversee ongoing program development, implementation, and evaluation of the Sexual Violence Response Program

## Prevention and Education

- Build capacity of community partners and the YWCA Banff team through provision of, or connection to, relevant training
- Creatively imagine and implement education and prevention initiatives to shift culture around sexual violence
- Work with marketing department to promote Harmony Project advocacy priorities, events and programs, including fee for service training
- Advocate for the needs and rights of survivors

Other duties as assigned by the Manager of Advocacy and Community Programs

## Qualifications & Experience

### **Specific skills and knowledge qualifications include but are not limited to:**

- Experience working in the non-profit sector
- Possesses an intersectional feminist analysis of sexual violence
- Bachelor's level of education in social work, psychology, community development or a related field
- Professional registration in a related field, or
- Prior experience working in the area of sexualized violence
- Empathetic, compassionate, and survivor-centered approach
- Experience engaging and mobilizing community partners and stakeholders to develop a community action plan
- Experience in conducting research, analysis and evaluation, as well as being up to date on recent research related to sexual violence prevention and education
- Experience in program development based on best practices
- Experience reporting on government funding
- Experience with communications and public relations strategy & execution
- Possess an understanding of the impact of sexualized assault as well as the unique challenges faced by individuals and families working in the Bow Valley
- Willingness to participate in professional development opportunities to maintain a high level of functioning and to develop new skills appropriate to service demands
- Strong organizational skills and the ability to work independently
- Strong interpersonal and communication skills

- Demonstrated ability to be flexible and respond to competing demands in a fast paced environment

### Position Details

- 37.5 hrs per week (negotiable)
- A blend of in office and working from home
- Expectation of some evening and weekend coverage

If you want work that will change lives, we want to meet you.

**If you are interested in this role, please submit a cover letter and resume to [jobs@ywcabanff.ca](mailto:jobs@ywcabanff.ca).**

To learn more about this opportunity or to request accommodation in the application process, please reach out to [jobs@ywcabanff.ca](mailto:jobs@ywcabanff.ca)

**Applications will be accepted on an ongoing basis until the position is filled. June 9, 2023**

The YWCA offers a competitive benefits and compensation package with options for flexibility and encourages training and personal development for all employees.

YWCA Banff is committed to reflecting the diversity of our community and our field of work, in line with our commitment to building a thriving, equitable society for everyone. We celebrate diversity, recognizing it as both a strength and an advantage to our organization and community.

We encourage all qualified applicants to apply including women, persons with disabilities (seen and unseen), members of visible minorities, Indigenous Peoples, veterans, individuals of diverse gender and sexual orientation and all groups protected by the Human Rights Code.

YWCA Banff strives to create a working environment that is inclusive, psychologically and physically safe and ensures everyone can be heard and valued for their contributions. YWCA Banff is committed to making any reasonable accommodation to participate in the job application or interview process, to perform essential job functions, and to receive other benefits and privileges of employment. To request an accommodation for accessibility needs, please email [jobs@ywcabanff.ca](mailto:jobs@ywcabanff.ca).