



Job Title: ReImagine Elmwood Facilitator

Job type: Full-time, Temporary

Hours: 480 hours, 16 weeks, 30 hours a week

Schedule: Must be available Monday to Friday, weekends, and evenings

Work remotely: No

Starting date: May 9, 2022

Salary: \$16 per hour

Job Description:

Our goal is to improve transportation options and the public realm in Elmwood, using quick, inexpensive and temporary methods, our ReImagine Elmwood Coordinator will work with our community in order to:

- Get the community excited about possibilities
- Discover which kinds of things are helpful, and which aren't
- Build capacity in the neighbourhood to repeat, improve and expand on ideas!

You will focus on creating programs, services and initiatives to address issues with mobility and transportation in our neighbourhood including:

- Lack of safe pedestrian crossings
- Lack of places to sit
- A need for improved quality of sidewalks
- Lack of safe bicycle infrastructure close to the daily destinations of residents
- A need for better infrastructure at bus stops, including sidewalks, benches, shelters
- A general need for a safer environment for people walking and on bikes

This position also requires the ability to lift 30 lbs. and the ability to work independently as well as on a team.

Qualifications and Requirements:

- Applicants must be currently enrolled in post-secondary and be returning in the fall of 2022.
- Must be the age of 18-30 years old, living in Manitoba, and legally entitled to work in Canada.

Key Qualities:

Teamwork - Teamwork refers to the skills needed to interact with other people. At work, people work with others in pairs and in small and large groups to coordinate tasks, share resources, plan, make decisions, negotiate, solve conflicts and complete other activities that involve teamwork.

Communication - Communication refers to the skills needed to exchange thoughts and information with other people. This exchange can happen orally by speaking, listening and using non-verbal cues, such as body language or in writing. At work, people use communication skills to talk to customers, discuss

products with suppliers, explain work procedures to co-workers, participate in virtual sales meetings with clients, and other activities that involve verbal or written exchanges.

Digital skills - Digital technology refers to the skills needed to understand and use digital systems, tools and applications, and to process digital information. At work, people use digital technology skills to input, access, analyze, organize, create and communicate information and ideas using computers, software, point-of-sale equipment, email, podcasts, web applications, smartphones and other digital devices.

Leadership - Leadership refers to a number of skills, including communication, relationship building, and the ability to delegate and traits such as honesty. At work, leadership skills are required when working in a team, demonstrating initiative, and taking responsibility for the completion of tasks that require multiple employees.

Key Responsibilities:

- Ability to engage with community coordinators, and community members to form a productive working relationship.
- Ability to assist team members to prepare awareness and approaches that work directly with the community.
- Other duties as assigned

Knowledge and Experience:

- Experience working within a large and diverse team in a dynamic environment.
- Significant experience in working with a non-profit organization is an asset.
- Experiences in assisting community programs are an asset.

Skills and Attributes:

- Must have organizational and communication skills.
- Ability to work independently and as part of a team.
- Must have excellent time management skills.
- Excellent and creative problem-solving skills.
- Must be willing to contribute, develop and deliver services to community members.

Resumes can be sent to: chalmersrenewal@mymts.net with the subject head as

ReImagine Elmwood Facilitator – your first and last name

If you have any further questions or concerns, please contact (204) 669-0750.

Process of selection: Given this program has many responsibilities, we recognize the best candidate may not meet all the listed criteria above. Although, we encourage all interested applicants with relevant experience to apply even if you do not match the job description perfectly.

We thank all applicants for their interest in Chalmers Neighbourhood Renewal Corporation; However, only those selected for an interview will be contacted.

Application closing date: When the position is filled.