



**DIOCESE OF ONTARIO**  
The Anglican Church of Canada

## **DIOCESE OF ONTARIO – COMMUNITY ENGAGEMENT CO-ORDINATOR** **(Contract Position)**

The Anglican Diocese of Ontario (founded in 1862) covers the five counties of Prince Edward, Hastings, Lennox & Addington, Frontenac, and Leeds Grenville. Our See City (the location of our Bishop's office and Cathedral) is Kingston. There are over 40 parishes and 60 churches in the diocese. More about us can be found at <https://www.ontario.anglican.ca/>

There's something new and exciting brewing in the Diocese of Ontario. We want and need new expressions of Church as Mission to make a difference in the lives of the communities we serve. As we bring our Vision and Strategy to life, this program and this new centre will provide templates, proof points, learning and exemplars for the rest of the diocese. This work is not seen as a final destination, but as a journey we will continue to travel together. We need someone to get in at the ground level, leading this first initiative through the early stages and building the base for ongoing success.

In order to take these next steps, the Diocese of Ontario is seeking a diocesan resource to develop and lead a Pilot Program at the new Cowdy Street Ministry Centre in Kingston. This will include assessing the community needs, developing partnerships, defining program possibilities, making recommendations and leading the first programs. We are seeking an innovator, who can generate ideas, knows how to measure success, learns from failures, advocates for change, and understands their role as a servant of the Church. Candidates must be collaborators who know when to lead, follow, share, encourage, educate, help imagine, and be practical. Housed in the new Cowdy Street Ministry Centre, this position will set the path and example forward for the Diocese in the next phase of our shift from "Maintenance to Mission".

The work of this position will report to and be accountable to the Diocesan Bishop while developing working relationships with the diocesan staff, clergy, lay leaders, parishes and volunteers. Administratively, this position will report to the Diocesan Executive Officer. This opportunity is equally available to lay and ordained candidates.

This position is part of the Anglican Diocese of Ontario. It is not a requirement to be an Anglican, however applicants must be comfortable supporting the work and mission of the Diocese of Ontario and the Anglican Church of Canada.

### **Role and Responsibilities:**

The Community Engagement Co-ordinator will be responsible for:

- Determining an understanding and communicating the key needs in the local community, focusing on ones not currently being met
- Engaging widely with community groups and advocates
- Envisioning, planning and developing our capability to meet the identified/agreed needs by Identifying, recruiting, coaching and mentoring volunteers and leaders
- Recommending promising opportunities for programs and missional activity

- Developing and maintaining a pipeline of potential partnerships with organizations serving the community
- Developing new programs, including the launch and ongoing sustainability

## **Skills and Qualifications:**

We are seeking a candidate who is well versed in community programs and practices, preferably in a missional context.

Candidates must also be able to demonstrate their:

- Ability to build strong relationships and work effectively with various individuals, groups, and situations
- Excellent interpersonal and collaborative skills, with demonstrated experience in working both in a team and independently
- Ability to adapt approaches to accommodate change, new programs, and emerging problems.
- Capability to see gifts and talents in others and match these with organizational needs
- Culturally sensitive with an ability to embrace a diversity of opinion and expectations
- Accountability, innovation, adaptability and flexibility
- Ability to remain calm under stress
- Demonstrated skill to multitask projects, tasks, and deadlines at once
- Ability to think proactively, critically, and independently to make good decisions
- Ability to speak and write fluently with Christian vocabulary from a faith-based perspective

Other attributes:

- Bachelor's degree in a relevant field preferred
- 5 plus years of relevant experience preferred
- Independent, results-driven, self-starter
- Sense of humour
- A team player
- Able to produce quality work, on-time, in a fast-paced, high-growth environment
- Strong interpersonal and group presentation communications skills and writing skills
- Project management experience
- Computer skills with MS Office
- Driver's licence and access to transportation (costs will be reimbursed)

This position will be based from the Diocesan Center (165 Ontario Street, Kingston) but will also spend significant time in the new Cowdy Street Ministry Centre.

Under our Safe Church: Screening in Faith policy, this position is a high-risk ministry position. As such it is a requirement of this position to complete a satisfactory criminal record check, obtained through the Diocesan approved process, to attend Sexual Misconduct Policy workshops as outlined in the policy, and

for the Diocese to verify that the successful applicant is suitable for high-risk ministry. The successful candidate must be legally able to work in Canada prior to starting the position.

This is a Contract Position with an initial term of 9 months (potential for extension). Please include compensation expectations in your application.

If you would like to apply for this position, forward your application by close of business on February 29<sup>th</sup> 2020 to:

Diocesan Executive Officer  
Anglican Diocese of Ontario  
165 Ontario Street, Suite 4  
Kingston, Ontario  
K7L 2Y6

Or by email:

[apierson@ontario.anglican.ca](mailto:apierson@ontario.anglican.ca)

The Anglican Diocese of Ontario embraces diversity and is committed to creating an inclusive workplace. Our goal is to attract, develop and retain highly talented staff from diverse backgrounds, allowing us to benefit from a wide variety of experiences and perspectives. The Diocese has an Accommodation Policy and accommodation will be provided at any point throughout the hiring process, provided the candidate makes their accommodation needs known to the Diocese. We welcome applications from all qualified persons. The Anglican Diocese of Ontario is an equal opportunity employer.

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