



Community Development Coordinator

Duties and Responsibilities

- Represent REISA at tables in the boroughs of Anjou, Saint-Michel and Saint-Laurent
- Identify community groups that serve seniors, youth and families;
- Establish partnerships according to mandates
- Identify and assess needs of the English-speaking communities
- Produce and disseminate promotional documents

Required

- Fluency in French and English
- Bachelor's degree with 5 years with experience in one of the following fields: administration, community development, applied human sciences, social work, communications
- Experience in partnerships development
- Fluent in French and English
- Excellent writing skills

Other qualifying skills and abilities

Knowledge of issues related to access to services in English in health and social services
Experience in community development in the non-profit sector

Employment details

- Full-time - 30 hours per week
- Hourly rate from \$24 to \$26
- Full medical and dental health insurance
- Contribution to RRSP Group Saving Plan

Please submit your CV and cover letter no later than November 28, 2022 to: programs@reisa.ca

www.reisa.ca