



Community Development Coordinator Metro Vancouver

Metro Vancouver – Join us in shaping one of the world’s most sustainable regions. We deliver service excellence in the areas of regional growth planning, water and solid waste management, regional parks, affordable housing, and community engagement to over 2.3 million residents. We are working towards a vision of a sustainable common future, and invite you to bring your skills and passion, and apply your expertise to expanding the boundaries of sustainability. We offer competitive salaries; excellent benefit packages; a municipal pension plan; employee wellness programs; and varied opportunities for professional growth and development.

DUTIES:

- Facilitates the organization, development and capacity building of park associations and related partnership groups, and provides direction to groups and individuals in organizing, developing and implementing parks programs and plans that are consistent with association objectives and Metro Vancouver’s Regional Park policy.
- Establishes and maintains liaison with a wide variety of associations, organizations, groups and individuals to build community involvement in Metro Vancouver’s regional parks.
- Assists associations and organizations in developing, coordinating, implementing and maintaining a wide variety of programs; assesses suitability of same to regional parks policy, staff work regimes, and resources required; estimates program costs, recommends cost mitigation initiatives, develops related work plans; prepares funding proposals and applications, administers same and completes reports as required.
- Coordinates the creation and production of educational and public interest material that promotes participation in association and partnership group activities, and increases public awareness of the parks partnership program.

- Develops, recommends and conducts a variety of workshops related to topics such as community engagement and group decision making.
- Prepares a variety of records and reports related to the work.
- Performs related work as required.

REQUIREMENTS:

- University graduation in Social Sciences and considerable related experience in group and organizational liaison work OR an equivalent combination of training and experience.
- Considerable knowledge of the social, cultural and recreational needs of the general public related to the work performed.
- Considerable knowledge of the parks partnership program and objectives and policies related to the work performed.
- Sound knowledge of group organizing techniques and the methods and practices of facilitating group decision making.
- Working knowledge of the Societies Act of BC related to the work performed.
- Ability to establish and maintain liaison with a variety of organizations, groups and agencies concerned with the social, cultural and recreational needs of the general public as related to the use and operation of regional parks, and to prepare recommendations for new and/or improvements to such services.
- Ability to deal effectively and tactfully with a wide variety of groups and internal and external contacts.
- Ability to assist the public in organizing into park associations, and developing and implementing a variety of parks partnership programs.
- Ability to prepare and maintain reports and records related to the work.
- Driver's License for the Province of British Columbia.

The annual salary range is **\$57,727 - \$68,130** and is accompanied by an attractive and comprehensive benefits package. Please follow this link:

<http://www.metrovancouver.org/careers/Pages/apply.aspx?metro?metroT6583?rbhara j?37>

to our Careers page where you can submit your application by **February 7, 2012**.

While we greatly appreciate all the replies we receive, regretfully only those selected for an interview will be contacted.