



Centre for  
**Newcomers**

*Welcoming People from Around the World*

## **Position Title: Community Engagement Worker**

Community Relations Department

Posting No. 10-13

### **Position Summary**

The Community Relations Department is looking for a dynamic and self-starting Community Engagement Worker to assist in the implementation of community development activities in the communities of Penbrooke Meadows and Albert/Radisson Heights. The Community Relations Department works on building and strengthening strategic community partnerships that support and promote community inclusiveness and stronger neighbourhoods. The outcomes of this program are geared towards strengthening neighbourhoods and increasing social inclusion.

This half-time (18.75 hr./week) position reports to the Community Relations Manager. Weekend and evening work is anticipated.

### **Responsibilities:**

- Organize core groups in Penbrooke Meadows and Albert/Radisson Heights
- Connect with target communities through outreach to community organizations, agencies and institutions
- Conduct different activities in the neighbourhoods as specified in the funding proposal
- Attend and participate in Penbrooke Meadows and Albert/Radisson Heights agency networking meetings and other networking meetings as requested by the Co-ordinator
- Assist in conducting community needs assessment
- Conduct regular surveys of residents of these communities
- Enter information into database and maintain records
- Perform other tasks as assigned

### **Qualifications**

- Residency in Marlborough or Penbrooke Meadows and Albert/Radisson Heights communities is required.
- Proficiency in one of the languages spoken in one of these countries: India, Pakistan, Sudan, South Korea, Columbia
- Familiarity in working with people from different cultures
- Demonstrated practical experience in working with community resources (schools, community centres, religious organizations etc.)
- Experience in organizing neighbourhood activities
- Good communication skills
- Accurate record keeping, filing and reporting skills in English.

To apply, please email your resume quoting the posting number 10-13 to:  
**[jobs@centrefornewcomers.ca](mailto:jobs@centrefornewcomers.ca)**

Applications will be accepted until a suitable candidate is found. Only candidates chosen for an interview will be contacted.

**Posting Date: July 20, 2010**