



The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House

JOB OPPORTUNITY

Job #TNG2020-VPVC

VP, Vibrant Communities and Poverty Reduction 12-month Contract

GENERAL DESCRIPTION:

This is a senior strategic position supporting the overall mission of The Neighbourhood Group and specifically responsible for overseeing the development and delivery of all community services including childcare, employment, newcomer, youth, women, food and community development activities. This is a portfolio of more than 200 staff, 15 locations, and a budget of more than \$20M. This is a position with a high degree of scope, responsibility, budget accountability and confidentiality, that focuses on employee, community partner and funder relationships. The work is focused on poverty reduction for a highly diverse population in both the inner city and inner suburbs of Toronto. This contract position reports into the President and CEO.

RESPONSIBILITIES:

1. Provide overall direction and leadership for the Vibrant Communities and Poverty Reduction division of TNG, leading a team of Directors, as well as carrying out hands-on management duties as required.
2. Responsible for overseeing a team of Program Directors and managers to ensure safe and high-quality services are delivered on a day-to-day basis, ensuring all legislative requirements are met, and contractual obligations are fulfilled. Supervision and oversight of a wide-range of program areas and professional disciplines.
3. Provide leadership in community needs assessment, priority setting and program evaluation to support operational and strategic planning, ensuring broad-based input/participation from staff, volunteers, community residents and program users. Foster service coordination and a collaborative approach to program planning and delivery, both internally and with community stakeholders.
4. Provide regular supervision, direction, coaching and support to three or more Program Directors, ensuring performance goals are established and evaluated annually.
5. Ensure that annual strategic directions for the Vibrant Communities and Poverty Reduction division are set, implemented, monitored and evaluated.
6. Prepare and monitor financial, statistical, and budget information in consultation with the CEO and CFO. Ensure that all programs and services budgets, plans and contracts are established and effectively administered.
7. Provide senior and strategic leadership to the whole organization as a Vice-President. Fulfill the role of Acting CEO in the absence of the CEO as required. Provide executive leadership as directed for the Board of Directors and Board Committees.
8. Lead or support internal/external committees and networks as appropriate and/or assigned. Foster and support partnership development with other organizations, including program and service coordination, shared services, social planning and advocacy.
9. Act spokesperson for the House to the media and other external parties. Promote organizational communication utilizing a variety of engagement tools and strategies, including social media.
10. Model, support and play an active role in TNG's commitment to Decent Work, Harm Reduction, Restorative Justice and Anti-Oppression principles.
11. Work with the V.P. of Strategic Initiatives to identify opportunities to develop innovative solutions to community needs, create programs and services to meet those needs, and develop integration partnerships.
12. Work with the V.P. of People, Talent and Culture to promote positive labour relations, collective bargaining and labour management committee meetings.

REQUIREMENTS & QUALIFICATIONS:

- Master's degree in Social Work, Health or Public Administration with a focus on community development, or equivalent educational background, experience and training in non-profit management.
- A minimum of 5 years' progressive experience as a manager, director or executive director in the non-profit community services sector.
- Superior knowledge in the areas of program planning, development and evaluation, staff and program supervision, preparation of funding applications/proposals, budgets and reports.
- A skilled manager of people with proven experience in positive employee relations.

- Demonstrated understanding of the populations served and services delivered (specifically – childcare, employment services, newcomer services, youth services, women’s services, and food security), including relevant government legislation, programs and policies. Strong government relations and community relations skills.
- Proven communication and interpersonal skills. Skilled in use of office technology, MS tools and social media platforms.
- Equity focused and the ability to work in a dynamic community-based setting with marginalized populations.
- Ability to manage effectively in a unionized environment. Experience in Labour Relations and union negotiations an asset.
- Experience in Board Governance an asset.
- Ability to communicate in a language relevant to communities served by TNG an asset.

For a complete job description please contact Human Resources

Terms: This is a contract full-time non-bargaining unit position, 12 months

Salary: Commensurate with experience

Posting Date: Sept. 11/20 Closing: Sept. 30/20

**To apply, submit your resume and cover letter with “TNG2020-VPVC” in the subject line of your email to:
E-mail: ceo@tngcs.org**

TNG is committed to reflecting the communities we serve and to nurturing a respectful and inclusive work environment for all. We encourage qualified applicants of all ages, races, colours, ethnic origins, religions, abilities, gender identities and sexual orientations to apply. Candidates invited for an interview are encouraged to inform Human Resources in confidence of their accommodation requirements