



Community Outreach Liaison Position Description

Position Title: Community Outreach Liaison

Organization: SSUC (Spiritual Seekers United in Community/Southminster-Steinhauer United Church)

Position Type: One year (44 week) part time contract with possibility of renewal, \$11,000 - \$15,400 estimated at 10-14 hours/week. Exact details of the contract to be negotiated with the successful candidate.

About SSUC (also known as Southminster-Steinhauer United Church)

SSUC is a unique in person and online spiritual community in the City of Edmonton that is:

- An expansive spiritual community with a focus on exploring wisdom for spiritual depth and health. SSUC welcomes all spiritual seekers that share a commitment to four core values: celebrating diversity, engaging life with spiritual depth, inspiring compassion and connection, and making a meaningful difference.
- Working toward peace and justice among all people, and toward the protection and restoration of the integrity of the Earth and all creatures. We do this with a growth mindset characterized by honesty, integrity, openness, respect, intellectual rigor, courage, creativity, compassion, inclusion, and love.
- A safe and vibrant spiritual home for all. As the first affirming United Church in Alberta, SSUC welcomes everyone, including those in the 2SLGBTQIA+ community. It is the home of Emberwood (queer and ally nature programming) and Camp Dragonfly (summer camp for trans and gender creative children).

Position Summary

The Community Outreach Liaison connects with broader community organizations and groups to identify pressing needs of frequently underserved groups with the aim of building/maintaining reciprocal, respectful relationships. Areas of focus will include: the 2SLGBTQIA+ and ally communities, child and youth mental health, houselessness, and reconciliation. The liaison will establish and strengthen community relations, represent SSUC, and assess community needs in order to identify priorities and support the implementation of partnerships and/or programs that enhance the work of all involved. They will engage with local groups and support agencies and work closely with committees and groups within SSUC. This position works collaboratively with other SSUC staff (e.g. Minister, Administrator, Marketing and Digital Content Coordinator, and Program and Affirming Animator).

Responsibilities

Through regular engagement, the Community Outreach Liaison will seek to strengthen mutual relationships between SSUC and community agencies, groups and individuals. The liaison will also seek to understand and communicate needs and priorities of the broader community for the purpose of informing the development of relevant programming and/or partnerships that support locally identified needs and fit with SSUC's mission and vision. The work will involve:

- **Establishing and strengthening community relations** and giving a public face to the work, commitment and support of SSUC. This relationship building might include:
 - Connecting with the local 2SLGBTQIA+ and ally community by liaising with Pride Center, PFLAG, Outloud, etc.
 - Connect, promote, partner and raise the profile of SSUC affirming efforts with Affirm United, other local affirming United Churches and the general public, in cooperation with the Program and Affirming Animator and the Digital Media Coordinator;
 - Exploring the health and social needs of south Edmonton community youth and children, (with a particular emphasis on queer youth) by liaising with local schools and relevant agencies such as Big Brothers Big Sisters, City of Edmonton, or community leagues

- Communicating with the SSUC satellite food bank depot program and exploring other opportunities to improve food security for those living in south Edmonton
- Connecting with local indigenous organizations by strengthening our ties with Niginan Housing Ventures and the newly established Indigenous Spiritual Centre, and liaising with other appropriate organizations that align with our Reconciliation commitments.
- Communicating with partner organizations working on houselessness and affordable housing (e.g. Right at Home and Homeward Trust)
- **Assessing community needs:** Assessing and synthesizing the information gathered from community relationships and sharing it back to SSUC leadership and committees (e.g. Outreach, Affirm, Moving Forward to Reconciliation, and Congregational Care).
- **Identifying priorities and creating plan(s):** Conceptualizing and proposing partnerships that support new and/or enhance existing SSUC programming and align with SSUC's commitments. This may also include working closely with SSUC committees to name priorities and create operational plan(s), outlining financial and other resources needed to enact proposals and/or identifying where SSUC could share/contribute resources and enhance existing community programming
- **Securing funding:** Gathering information on funding and grant opportunities for the proposed operational plan(s) and completing funding application processes.
- **Supporting implementation of the plan(s):** Collaboratively, with staff and key volunteers, support the implementation of the operational plan(s) developed where needed.

Core Competencies

The Community Outreach Liaison will:

- Have graduated from post-secondary with a degree, diploma, or certificate in a human service discipline or related area (e.g. social work, child and youth care, mental health and addictions) or have equivalent work experience .
- Minimum 1 year experience in an outreach, community organizing, or connecting/partnership building type of role, ideally within a community-based non-profit organization
- Have strong oral and written communication and interpersonal skills
- Be comfortable establishing and sustaining new relationships with individuals, agencies and groups
- Embrace an expansive exploration of spirituality/christianity
- Have experience and passion working/participating with intersectional communities
- Be able to use standard computer office products and relevant project and communication tools
- Have strong initiative and ability to manage multiple tasks with limited supervision.
- Be highly organized and have excellent time management
- Be a strong team player and collaborator
- Have experience bringing an equity and justice lens to their work
- Be excited to be part of a vibrant workplace culture that embraces diversity, inclusion, and challenging the status quo
- A satisfactory criminal record check and vulnerable sector check is required
- Access to a car and valid driver's license is an asset

How to Apply & Commitment to Equitable Hiring

Please submit your resume and cover letter quoting the job title to SSUCapplications@gmail.com by February 28, 2024.

SSUC is committed to the principles of equity and diversity and encourages applications from all qualified persons, regardless of gender, gender expression, sexuality, physical ability, tradition or culture.