

**Job Opening:
Manager of Communities, Vibrant Communities**

Are you interested in helping communities across Canada / Turtle Island build belonging and advance a just and equitable climate transition? We are seeking a full-time Manager of Communities to join the Tamarack's Vibrant Communities (VC) team to support both Communities Building Belonging (CBB) and Community Climate Transitions (CCT) initiatives.

About Tamarack VC:

Tamarack is a charitable organization dedicated to helping Canadian communities take ownership of local issues by making use of proven strategies for community engagement. We develop and support learning communities to help people collaborate, co-generate knowledge and achieve collective impact on complex community issues. Our vision is to build a connected force for community change. Learn more about Tamarack at www.tamarackcommunity.ca.

The complex, multi-levelled set of strategies that will end poverty and move us toward belonging, just climate transitions, and education equity are deeply linked. And the places and people working locally toward these strategies need comprehensive and flexible supports. And so at Tamarack we are looking to build more connection across our four vibrant communities. We are looking to offer an even more comprehensive and flexible set of offerings to communities. This role – with leadership in both CCT and CBB – reflects that work.

As a Manager of Communities, you will provide ongoing engagement and coaching to local community members and actively work to support, retain, and recruit new members to achieve required targets. You will also write and develop learning papers, blogs, case studies, tools for action, and reports, and you will be involved in planning communities of practice and organizing and delivering webinars. Your responsibilities will include developing and implementing components of regional and/or national events (including a Tamarack Learning Festival), and in all your work, you will co-generate learning activities and publications with our members.

You will love this role if you think about transforming our systems to create communities in which everyone thrives, if you enjoy holding process, if you thrive on centering relationships and relational thinking, and if you enjoy facilitating conversations and connections that result in meaningful action.

An overview of Communities Building Belonging (CBB)

CBB is a growing force within Tamarack's broader movement. Since 2016, CBB has helped its network of members and learners focus on what is strong in their community and harness local gifts and assets, so residents and their neighbourhoods can take the lead and become active in their communities. Our work with systems leaders involves engaging residents and institutions to work together toward thriving local communities.

Communities Building Belonging is an asset-based, community-led developmental network that prioritizes community as essential to the quality of life of people in Canada. CBB supports municipalities by collaborating with organizations, institutions, and neighbourhoods within them to take collective action to increase the sense of community belonging reported by all peoples.

An overview of Community Climate Transitions (CCT)

Community Climate Transitions supports cities and communities across Canada to advance a just and equitable climate transition through a whole-community approach that engages residents, local government, non-profits and community organizations/groups, businesses, schools, and other local actors. We support local changemakers to form multisectoral roundtables and do deep community engagement to develop a shared vision and common agenda for a more inclusive and sustainable future. We do this through two main streams of activity:

- Climate & Equity: Through the Climate Transitions Cohorts (one in English and another in French), we offer a 10-month learning journey for communities across Canada that are looking to advance climate and equity goals through collective impact.
- SDG Localization: We host a monthly Community of Practice for practitioners across Canada and globally to engage in peer learning on issues related to localizing the SDGs.

Across our work, we are committed to centering justice, equity, diversity, inclusion and reconciliation. Our publications and newsletters are produced in both French and English and we place a particular emphasis on engaging Francophone learners and communities in Quebec and other provinces and territories.

See [our website](#) to learn more about our work and to view our recent publications and webinars.

Supervision and Reporting:

The Manager of Communities will report directly to the Associate Director of Communities Building Belonging and the Director of Community Climate Transitions. They will work closely with colleagues on our Digital Sales, Engagement and Learning (DSEL) team and with other Managers of Communities and team members.

Work Environment:

As with most positions at Tamarack, you may reside in any location in Canada. Tamarack is a remote work environment, and your designated office space may be in your home. All Tamarack team members receive a monthly technology stipend to support their office costs.

On-going Responsibilities:

- Support and deepen relationships with a set of member communities, supporting them in their work to create cross-sector partnership tables, and/or create and implement plans for transformational change. Tamarack has a flexible, evolving, yet proven methodology to engage and support communities to achieve place-based change.
- Act as guide/matchmaker for peer-to-peer learning across the Communities Building Belonging and Community Climate Transitions networks
- Build relationships with communities to reach modest network growth targets
- Design and lead communities of practice, webinars, workshops and conferences (a vast majority of which are virtual).
- Help produce a regular e-newsletter to feature learning tools and inspirational stories
- Continually hone (mostly online) facilitation and facilitation support skills.
- Coach communities in the processes of community change, collective action and outcomes-focused collaboration.
- Write case studies, issue papers, and stories of learning and impact to support and inspire members, inform public policy, and galvanize resources for place-based work.

- Support our members' success, track outcomes and work with members to understand and report on impact
- Be an active member of the Vibrant Communities team and be involved in the overall planning and implementation of an operational plan tied to Tamarack's 2030 Strategic Vision
- Represent Vibrant Communities at in person and online events, as required
- Participate in strategic planning and evaluation, including in quarterly reflection weeks designed to spread learning across the team and to plan for the time ahead
- Support online learning and website updates
- Additional tasks that emerge, including during quarterly work planning

Qualifications:

- Ability to maintain an eye on the big picture as well as the details of collective work
- Strong understanding of processes related to community change, collective action, and collaboration
- Highly relational, both in-person and online, to effectively build trust and commitment with members and partners
- Project management, process design and critical thinking skills. Evaluation skills are an asset.
- Strong research and writing skills, advanced knowledge of social media, and ability to work with inbound marketing software and databases (HubSpot)
- Knowledge and experience working on issues related to belonging, social connectedness, climate transition and climate justice is an asset
- Familiarity with the United Nations Sustainable Development Goals is an asset
- Deep commitment to equity, justice and reconciliation
- Ability to work remotely, both independently and in co-operation with a remote team, in a continually evolving organizational environment
- Able to work in a highly entrepreneurial environment.
- Bilingual (English and French) is a strong asset, as is knowledge of an Indigenous language
- Based in Canada and willingness/ability to travel, as required
- Proven experience and education most often attained through completing a college or undergraduate degree and/or 3 years of employment in a related job

Vaccination Requirement

Tamarack requires all team members who participate in face-to-face meetings and events to be double vaccinated against COVID-19. Since this role involves travel and face-to-face meetings and events, candidates who are not vaccinated cannot be considered.

Salary & Benefits:

Tamarack provides:

- A competitive salary and benefits, including an RRSP package after two years of service
- An annual professional development fund
- A monthly technology/home office stipend
- An annual gratitude fund for team members to use to express gratitude to partners and teammates
- Flex and lieu time

- Paid time daily for lunch and exercise
- Focus Fridays and a reflection week once a quarter
- Our paid time off includes the flexible option to take two statutory holidays on days that hold meaning to you. We close our offices the last week of December.

Tamarack operates within a progressive management philosophy. This is a full-time 40-hour per week position and compensation is rated between \$60,000 and \$70,000 a year. The successful candidate will be offered a salary that is commensurate with experience.

To Apply:

Tamarack is committed to creating a diverse environment and is proud to be an equal opportunity employer. We strongly encourage candidates from historically underrepresented groups to apply. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age.

The interview process will consist of a first and second round interview, led by current Tamarack team members familiar with the role. Tamarack designs interview processes with the intention of supporting applicants to learn about the organization and its culture and commitments. External candidates who complete second round interviews will be compensated \$300 CAD for their time.

To apply, please attach one document that includes:

- A cover letter that describes your interest in the role, how you think your skills and experiences align with Tamarack's goals, and any other information you'd like to share.
- A resume that provides the names of places you've worked, dates of employment, and key duties and accomplishments.

Please submit the document to isaac@tamarackcommunity.ca by **September 28, 2023**, with the subject Manager of Communities, Vibrant Communities.

While we thank all interested applicants, only successful candidates will be contacted.