

Job Opening:
Manager of Cities
Community Climate Transitions
Vibrant Communities

Are you interested in helping Canadian communities advance a just and equitable climate transition while working to end poverty and strengthen resilience? We are seeking a full-time Manager of Cities to join the Tamarack's Vibrant Communities (VC) team to support the Community Climate Transitions initiative.

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. Through our work in Vibrant Communities, we advance learning communities in four areas:

- [Communities Ending Poverty](#) is a collective impact movement that has been a significant contributor to reducing poverty for 1 million Canadians through the efforts of local multi-sector roundtable and the alignment of poverty reduction strategies at the municipal, provincial and federal levels.
- [Deepening Community](#) is dedicated to developing our collective understanding about the power of citizens and supporting programs, policies and practices that strengthen communities and neighbourhoods and mobilize citizen leadership to enhance social capital.
- [Communities Building Youth Futures](#) is a collective impact movement in 20 communities across Canada aimed at improving the education and employment outcomes for youth who are currently not in education, employment or training.
- [Community Climate Transitions](#) is our newest campaign (launched in June 2021) focused on supporting communities to advance a just and equitable climate transition, aligned with the Sustainable Development Goals (SDGs).

As a Manager of Cities, you will provide ongoing engagement and coaching to local community partners 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 hosting communities of practice and organizing and delivering webinars. Your responsibilities will include developing and implementing regional and/or national events, and in all your work, you will be expected to co-generate learning activities and publications with our members.

An overview of Community Climate Transitions

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 Cohort, 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 Cities will report directly to the Director, Climate Transitions. They will also work closely with the other members of the VC team, including but not limited to the Coordinator of Admin and Communications, other Managers of Cities, and other team members.

Work Environment:

As with most positions at Tamarack, this can be home-based, or we will rent an office near where you live or at Tamarack's office at the University of Waterloo.

On-going Responsibilities:

- Support and deepen relationships with member cities. Tamarack has a proven methodology to engage and support cities.
- Recruit new member cities to reach desired growth targets
- Lead ongoing communities of practice, webinars, workshops and conferences (vast majority of which are virtual)
- Coach cities in technical and issue-based learning
- Act as guide/matchmaker for peer-to-peer learning across the Community Climate Transitions network
- Write case studies or issue papers to support members with knowledge and practice
- Support our members' success, track outcomes and generate reports
- Be an active member of the Vibrant Communities team and be involved in the overall planning and implementation of the annual learning plan
- Represent Vibrant Communities at regional, national or international events, as required
- Help produce a regular e-newsletter to feature learning tools and inspirational stories
- Support with strategic planning and evaluation
- Work closely with Tamarack's communications team
- Support online learning
- Website support, as needed

- Additional duties as assigned in work planning

Qualifications:

- Able to work in a highly entrepreneurial environment, is self-motivated, and values trust and commitment in the workplace. Is an excellent communicator. Is highly organized and gets “stuff” done.
- Proven experience and education most often attained through completing a college or undergraduate degree and/or 3 years of employment in a related job
- Knowledge and experience working on issues related to 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
- Strong understanding of community change and collaboration
- Strong research and writing skills, advanced knowledge of social media, and ability to work with inbound marketing software and databases (HubSpot)
- Project management, program design and critical thinking skills. Evaluation skills are an asset.
- Ability to work remotely, both independently and in co-operation with a remote team, in a continually evolving organizational environment
- Highly relational, both in-person and online, to effectively build trust and commitment with members and partners to ensure they are highly engaged
- Ability to maintain an eye on the big picture as well as the details of our collective work
- Bilingual (English and French) is a strong asset, as is knowledge of an Indigenous language
- Willingness/ability to travel, as required

Salary & Benefits:

Tamarack provides a competitive salary and extended benefits, plus an RRSP package, lieu and flex time, a learning fund and a gratitude fund. We operate within a progressive team philosophy and value trust, and personal commitment. This is a full-time 40 hour per week position and compensation is rated between \$50,000 and \$70,000 a year.

To Apply:

Please send your resume and cover letter to jana@tamarackcommunity.ca by May 20th. While we thank all interested applicants, only successful candidates will be contacted.

Tamarack is committed to creating a diverse environment and strongly encourages candidates from historically underrepresented groups to apply.