

<b>Title</b>	<b>Health Promoter - Open Door Project Coordinator</b>
<b>Position Type</b>	<b>Project, Fulltime / One Year with Possibility of Extension</b>
<b>Posting Date</b>	<b>17/09/2024</b>
<b>Expiry Date</b>	<b>01/10/2024</b>
<b>Posting Type</b>	<b>Internal &amp; External</b>
<b>Supervisor</b>	<b>Manager, Health Initiatives</b>
<b>Location</b>	<ul style="list-style-type: none"> <li>• <b>Main Location: 340 College Street</b></li> <li>• <b>You may be required to work at other Access Alliance Service Sites and partner locations throughout the Mid-West Toronto OHT</b></li> </ul>
<b>Short Description</b>	<p>Access Alliance Multicultural Health and Community Services (AAMHCS) is a Community Health Centre that is committed to and works to improve health outcomes for the most vulnerable immigrants, refugees, and their communities. We do this by facilitating access to services and addressing systemic inequities. The Centre envisions a future in which diverse individuals, families and communities can achieve <b>health with dignity</b>.</p> <p>Access Alliance is a member of the Mid-West Toronto Ontario Health Team (OHT), and the lead agency for the Open Door Program (ODP), an exciting <b>health initiative</b> aiming to improve health outcomes for systemically vulnerable populations in designated high priority neighbourhoods in our region. ODP activities increase access to health information and services for individuals and communities. The program provides support with preventive care, navigation/referrals to primary care, mental health and addiction services as well as needed community support services it also supports individuals.</p> <p>This is an exciting opportunity to work with the staff team to lead planning, implementation and evaluation of health promotion initiatives such as cancer screening clinics. We are looking for an individual who is highly motivated and self-directed to be part of the team.</p>
<b>Detailed Description</b>	<p><b>RESPONSIBILITIES:</b></p> <ul style="list-style-type: none"> <li>▪ Coordinate background research and framework development for a successful cancer screening clinic model.</li> <li>▪ Lead the planning and implementation and effective delivery of the project activities.</li> <li>▪ Ensure meaningful stakeholder involvement and ownership in the planning, delivery and evaluation of the projects based on our values of interdisciplinary teams and collaborative approaches.</li> <li>▪ Develop and coordinate logic model for the projects. Evaluate project activities to ensure that objectives are met and recommend changes are made to improve practices and systems by applying QI principles and tools.</li> <li>▪ Develop and maintain effective partnerships and communications to ensure success for the projects.</li> <li>▪ Develop and maintain information resources for the Open Door Program and educational displays on selected health topics as required.</li> <li>▪ Using a shared leadership, team-based approach, provide guidance and direction to health ambassadors and other project-related staff to achieve identified project outcomes.</li> </ul>



- Develop a workplan in conjunction with the supervisor, identifying actions plans, learning goals and professional development needs.
- Collect and submit program statistics and reports on a timely basis.
- Willingness to work evening and weekend shifts when required/scheduled.

**SKILLS AND QUALIFICATIONS:**

- Graduate degree in Health Sciences (including Nursing), Social Work, Education or a combination of relevant education and work experience is required;
- Minimum 3 years front-line experience in community-based program planning, implementation and evaluation is required;
- Thorough understanding of health promotion and community development principles;
- Demonstrated experience managing projects and budgets;
- Demonstrated group facilitation and leadership skills;
- Experience working with low-income, multi-racial, multi-lingual communities and teams, especially, experience with the following group: seniors, newcomers, 2SLGBTQI+, and individuals living with mental health and substance use challenges;
- Success in partnership development and writing funding proposals;
- Thorough understanding of anti-oppression and social determinants of health frameworks;
- Experience supervising/ mentoring staff, students or volunteers;
- Excellent interpersonal skills with colleagues and community members;
- Excellent communication skills, both written and verbal, with individuals and groups;
- Strong health technology and app literacy;
- Ability to speak a second language of our priority populations is an asset.

**Salary:** 63,337 – 76,394/ Annual

**Duration:** One year with possibility of extension

**Hours:** 35 hours/week

**Classification:** Health Promoter

**Bargaining Unit:** United Food and Commercial worker, Local 175

**Please be advised that our organization requires all staff, students, and volunteers to be fully vaccinated. Proof of Covid-19 vaccination can be obtained from the Ministry site.**

**Application Method**

With “**HP Project Coordinator– ODP**” in the subject heading, please send your resume and cover letter by 5:00 pm October 1, 2024:

by E-mail: [jobs@accessalliance.ca](mailto:jobs@accessalliance.ca)

by Regular Mail: **Hiring Committee, HP Project Coordinator – ODP**

Access Alliance Multicultural Health and Community Services  
340 College Street, Suite 500, Toronto, ON, M5T 3A9

**No phone calls please.**

AAMHCS is a community-based organization that operates from a pro-choice, anti-oppression, and participatory framework. In your cover letter, we invite you to articulate why you wish to

**Toronto’s Diverse communities achieve Health with Dignity**



work with Access Alliance, and in what ways did you wish to put your skills, experience, and education into action for this role and for Access Alliance at this time. Knowledge of the neighbourhoods we serve and how agency values would be integrated in your day-to-day work may be interview questions.

We thank all applicants for their interest but only those selected for an interview will be contacted. Please note that a criminal background check and Vulnerable sector check will be conducted for this position as a condition of employment.

We are committed to a workforce reflective of the diversity of the City of Toronto and the communities we serve. We encourage applications from those who provide different perspective and contribute to diverse ideas including those from racialized and 2SLGBTQI+ communities.

AAMHCS is an inclusive and equal opportunity employer committed to providing accommodations for applicants upon request at any stage of the recruitment process in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code. Applicants need to make their needs known in advance.

AAMHCS encourages a scent-free environment.