



## EMPLOYMENT POSTING:

### Chair, North Shore Community Housing Action Committee

Are you knowledgeable/passionate about addressing our current housing crisis? Would you enjoy working with governments, developers, civil society organizations and others to find workable solutions to our unaffordable housing challenges? Do you have experience and skills to lead a group of dedicated professionals and volunteers to lead a North Shore housing planning table?

North Shore Community Resources (NSCR) seeks an energetic, part time (2-3 days/week) person for the Chair of the North Shore Community Housing Action Committee (CHAC). CHAC is the *de facto* community planning table for housing on the North Shore. For more about CHAC, visit [here](#).

Founded in 1976, NSCR mission is to enhance well-being, social connections, empowerment and community participation by designing and delivering programs and services to create a thriving North Shore. To learn more about NSCR, see our [Annual Report](#) and visit our website at [www.nscr.ca](http://www.nscr.ca).

#### Responsibilities:

#### 1. CHAC Strategy and Operations

##### *(a) CHAC Strategic and Operations Planning and Implementation*

Deploying the expertise of CHAC members, community partners, other civil society actors and academics, the CHAC Chair identifies strategic and operational priorities for CHAC executes work plans to achieve priorities.

##### *(b) Strategic Relationships*

The Chair of CHAC maintains and enhances CHAC's strategic relationships in the community including with all levels of government, their staff, the development community, First Nations, other affordable housing advocates, academia, private consultants, community organizations and other participants in the affordable housing landscape.

##### *(c) Advocacy for Affordable Housing*

(i) The Chair of CHAC is the lead spokesperson and advocate for CHAC's work on affordable housing. The Chair represents CHAC and coordinates CHAC's in-person, digital and written submissions to all levels of government, to the development community and other key stakeholders.

(ii) The Chair of CHAC regularly meets with governments (both elected and staff), private, academic and civil society sector participants and other stakeholders to advance affordable housing.

(iii) The Chair of CHAC researches and coordinates CHAC positions/submissions and drafts written responses to housing development proposals, legislation, policy and other initiatives to advocate for more affordable housing.

##### *(d) Public Education*

(i) As the lead spokesperson for CHAC, the Chair undertakes all media related work including drafting media releases, op-eds, social media and other media resources. The Chair leads education workshops.

(ii) The Chair is responsible for planning and delivering impactful public education and events that educate the public and advance affordable housing on the North Shore.

#### *(e) Research*

The Chair will be responsible for all aspects of research related to CHAC's mandate and could include conducting research, drafting positions, coordinating research with other persons/organizations.

## 2. CHAC Funding and Administration

The Chair is responsible for the efficient operation of CHAC including:

- (i) identifying and applying for funding including grants and sponsorships and reporting to funders,
- (ii) planning, coordination and facilitating CHAC meetings and other events including guest presentations, preparation and distribution of CHAC meeting agendas and minutes,
- (i) maintaining of CHAC Records,
- (iv) recruiting, training and retaining a diverse CHAC membership,
- (v) supervising CHAC volunteers, students and staff (if any),
- (vi) ensuring and implementing appropriate Terms of Reference and policies for CHAC.

### Qualifications

A working knowledge of the affordable housing context. Specific qualifications include:

- A bachelors or graduate degree in planning, geography, communications, public policy or related field as well as experience working on housing affordability
- Excellent research, written/oral communication and public speaking skills in English
- Knowledge about housing affordability issues
- Capacity for superior relationship building and impactful collaboration with partners
- Understanding of facilitation (dialogue and deliberation) skills and techniques is an asset
- Experience or exposure to working in/for a not for profit organization
- Superior organizational skills and proficiency with Microsoft Suite programs
- Demonstrates integrity, tact, empathy
- Experience working with people who have experienced housing insecurity is an asset

### Wage and Application Process

Compensation includes \$35-40/hour wage. *NSCR values diversity, equity and inclusion. We encourage all individuals inclusive of any identity to apply. We thank all applicants. Only those selected for an interview will be contacted. Send applications (Covering Letter and Resume) to:*

**Murray Mollard, Executive Director:** [murray.mollard@nscr.ca](mailto:murray.mollard@nscr.ca)

**Application Deadline:** This position will remain open until a suitable candidate is found.

North Shore Community Resources acknowledges and honours that we live and work on the unceded territories of the Coastal Salish people including the St'at'imc, Skwxwú7mesh (Squamish), xʷməθkʷəy'əm (Musqueam) and səl' ilwətaʔɪ (Tsleil-Waututh) Nations.