



EMPLOYMENT POSTING: NSCR MANAGER, COMMUNITY ENGAGEMENT AND SENIORS PROGRAMS

Founded in 1976, North Shore Community Resources' (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. Community Engagement and Seniors Programs are a key part of our portfolio. NSCR will be celebrating its 50th Anniversary in 2026. To learn more about NSCR, see our [Annual Report](#) and visit our website at www.nscr.ca.

NSCR seeks a full-time (1.0 FTE) **Manager, Community Engagement and Seniors Programs** to join our Senior Leadership Team. The Manager has the lead responsibility for leading all aspects of the following programs: Seniors One Stop Navigation Centre; Community Connectors; Caregiver Support; Better at Home; Volunteer North Shore (including the Community Volunteer Income Tax Clinic); Intergenerational North Shore; Age Well at Home.

Responsibilities

The **NSCR Manager, Community Engagement and Seniors Programs** will:

1. Program and Service Delivery

- Implement and evaluate programs/services, ensuring goals and objectives are met
- Provide continual vision and strategy to continue and expand effective programming and services
- Report program/service deliverables to funders, the Executive Director, and the Board
- Ensure appropriate communication and promotion of programs internally and externally
- Cultivate enduring and collaborative relationships with funders and community partners
- Represent NSCR on relevant committees and act as an ambassador for NSCR generally

2. Financial Management

- Working with the ED and Assistant ED, manage program budgets – on time and on budget
- Identify and apply for new funding sources for programs and services

3. Human Resource Management

- Follow and apply NSCR Human Resource policies and procedures
- Recruit and retain excellent employees for program staff needs

- Continue NSCR's strong organizational culture by supporting and developing staff
- Contribute to refining NSCR's HR policies and procedures

4. Other Management Duties

- Promote the NSCR brand and NSCR programs and services in the community
- Participate in and contribute to a strong Senior Leadership Team
- Assist in the general efficient operation of the NSCR office

Qualifications, Skills and Experience

- Relevant post-secondary education and experience related to aging and seniors' health
- Minimum of 3 years management experience in a not-for-profit environment
- Excellent interpersonal and communication skills; enjoys working with people
- Excellent administrative and organization skills
- Demonstrated financial literacy (budgets) and human resource management skills
- Strong communication and analytical skills; strategic and systems thinking skillset
- Demonstrated ability to work independently, and with diverse groups and individuals, community partners, funders and all levels of government with a focus on collaboration
- Strong conflict resolution and problem-solving skills
- Proficient with Microsoft Office programs and database software
- Second language an asset

Salary Range: \$65,000-75,000 plus comprehensive benefits

Applications:

Please send electronic applications (letter + CV) to Murray Mollard, Executive Director:
murray.mollard@nscr.ca

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. We thank all individuals who have submitted an application for their interest.

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, Sḵwxwú7mesh (Squamish), xʷməθkʷəy'əm (Musqueam) and səl' ilwətaʔɪ (Tsleil-Waututh) Nations.