



EMPLOYMENT POSTING:
North Shore Community Resources
MANAGER, COMMUNITY ENGAGEMENT AND SENIORS PROGRAMS

🌟 **Join Our Vibrant Team at North Shore Community Resources!** 🌟

For nearly 50 years, North Shore Community Resources (NSCR) has been a beacon of hope and connection on the North Shore. As a dedicated non-profit, we are passionate about enhancing individual and community well-being by fostering social connections, empowering residents, and encouraging active participation. Our vision is to design and deliver innovative programs and services that create a thriving North Shore for everyone!

We're on the lookout for a **dynamic leader** to step into the exciting full-time role of **Manager, Community Engagement and Seniors Programs**. As a key member of our senior leadership team, you'll lead an enthusiastic group of program staff overseeing five impactful initiatives that support our seniors and volunteers. Your role will involve building strong partnerships within the community and securing the financial resources necessary to fuel our vital programs.

If you're ready to make a difference and help shape a vibrant community, we'd love to hear from you! Come be a part of our journey to empower and uplift the North Shore! 🌟

Here is a taste of what you will be doing:

- **Team Leadership (HR)**
 - *Nurture Our Team and Our Culture:* Play a vital role in sustaining NSCR's vibrant organizational culture by supporting, developing and coaching our staff, empowering them to thrive.
 - *Champion HR Excellence:* Embrace and implement NSCR's Human Resource policies and procedures, ensuring a smooth and supportive work environment for all.
 - *Build a Winning Team:* Take charge of recruiting and retaining exceptional talent for our program staff, helping us create a powerhouse team dedicated to our mission.
 - *Shape Our Policies:* Collaborate in refining NSCR's HR policies and procedures, contributing to a workplace that reflects our values and supports our people.
- **Program Innovation and Vision**
 - *Bring Programs to Life:* Implement and evaluate innovative programs and services, ensuring we not only meet but exceed our goals and objectives. Including leading the Better at Home/Age Well at Home, Caregiver Support, Volunteer North Shore, InterGen North Shore, and Seniors One Stop / Community Connectors programs.
 - *Drive Vision and Strategy:* Continuously provide fresh ideas and strategic direction to enhance and expand our impactful offerings.
 - *Showcase Success:* Regularly report on program deliverables to our funders, Executive Director, and Board, highlighting the incredible work we're doing.

- *Communicate with Impact:* Ensure effective promotion and communication of our programs both internally and externally, spreading the word about the great things happening at NSCR.
- **Collaborations With Other Organizations**
 - *Build Strong Partnerships:* Cultivate lasting and collaborative relationships with funders and community partners, working together to amplify our impact.
 - *Be Our Ambassador:* Represent NSCR on key committees and engage as a passionate advocate for our mission and vision in the community.
- **Resource Development for Programs**
 - *Unleash Funding Potential:* Take the lead in identifying and pursuing new funding sources for our programs and services.
 - *Craft Compelling, High-Impact Grant Proposals:* Secure vital funding for NSCR programs, driving the success of innovative projects while aligning with grant guidelines and deadlines.
- Elevate our brand through actively promoting NSCR and our impactful programs and services through the community.
- Collaborate closely with the Executive Director and Assistant Executive Director to expertly manage program budgets, ensuring everything is delivered on time and within budget.
- Participate in and contribute to a strong Senior Leadership Team. Collaborating with others to drive our mission forward and inspire our organization.
- Contribute to other management responsibilities and support the efficient operations of NSCR.

We are looking for candidates who bring:

- A relevant post-secondary education paired with hands-on work experience that equips you for success.
- At least 3 years of management experience in the not-for-profit sector, showcasing your leadership and HR prowess.
- Exceptional interpersonal and communication skills—someone who thrives in collaborative environments and loves working with others.
- Experience writing engaging and impactful grants that successfully secure funding.
- Outstanding administrative and organizational abilities that keep everything running smoothly.
- Demonstrated financial literacy with budgets and superior human resource management skills to support our mission.
- Strong communication and analytical skills, with a strategic mindset that embraces systems thinking.
- Proven ability to work independently while engaging effectively with diverse groups, community partners, funders, and government entities, always with a focus on collaboration.
- Strong problem-solving and conflict resolution skills that help navigate challenges with grace.
- Proficient in Microsoft Office and database software to keep our operations efficient.
- Knowledge and experience related to aging and seniors' health are a fantastic bonus!

What we offer:

- **Competitive Salary:** Enjoy a salary range of \$65,000 - \$75,000 per year, reflecting your skills and experience.

- **Comprehensive Benefits:** We provide a robust benefits package, including health, dental, and retirement options to support your well-being and financial security.
- **Engaged Work Environment:** Join a dynamic team committed to fostering a positive and inclusive workplace where everyone feels valued.
- **Focus on Wellness:** We prioritize your health and wellness with initiatives that promote work-life balance, mental health support, and wellness activities.
- **Continuous Learning:** Benefit from professional development opportunities, including training, workshops, and resources that empower you to grow and thrive in your role.
- **Team Connection:** Be part of a collaborative and supportive team that values connection, creativity, and shared goals, where your contributions make a meaningful impact.

Join us in creating a vibrant community and enjoy a rewarding career with NSCR! ✨

To apply:

Please submit your application, resume and covering letter, to emily@hrwest.ca. We will be reviewing applications as they are received, and the position will remain open until successfully filled.

NSCR values diversity, equity and inclusion. We encourage all individuals inclusive of any identity to apply. We thank all applicants. We thank all individuals who have applied for their interest. Only those selected for an interview will be contacted.

To learn more about NSCR, see our [Annual Report](#) and visit our website at www.nscr.ca.

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.