



ONTARIO SECONDARY SCHOOL TEACHERS' FEDERATION
60 Mobile Drive, Toronto, Ontario, M4A 2P3

Job Posting
for the position of

Community Organizer

The Ontario Secondary School Teachers' Federation is seeking the services of one individual to serve as **Community Organizer** in the **Communications and Political Action Department, Professional Services Division**. The start date will be determined.

PART I – POSITION SUMMARY

Reporting directly to the Director, Communications/Political Action, the Community Organizer is responsible for engaging and maintaining relationships with community and labour organizations at the provincial level and beyond and supporting local districts and bargaining units as they engage with organizations and groups within their communities. This position is located at the OSSTF Provincial Office in Toronto.

Core Competencies

- Communication
- Critical Thinking
- Decision Making
- Leadership
- Networking and Relationship Building
- Organizational and Environmental Awareness
- Planning and Organizing
- Problem Solving
- Results Orientation
- Service Orientation

DUTIES AND RESPONSIBILITIES (not listed in order of priority)

1. Works closely with the Director and colleagues, under the direction of the Associate General Secretary, Professional Services, to enact the priorities of the elected Provincial Executive, advance the interests of the membership, and to promote and protect a vibrant system of publicly funded education in Ontario.
2. Develops strong lines of communication with parent groups, labour councils, and community organizations to grow relationships and trust with the Federation.
3. Works with the CPA department and staff on ways to connect these activities to districts and bargaining units.
4. Creates resources and training opportunities for local OSSTF/FEESO leaders that will assist in the facilitation of engaging community groups at the local level.

5. Delivers workshops and training for local union representatives on community engagement and organizing strategies.
6. Organizes a variety of consultation activities and events, ranging from newsletters, public workshops, town halls and speaking events to engage community organizations on issues related to publicly-funded education.
7. Works with key stakeholders to develop engagement plans and strategies that build trust and foster open and transparent relationships.
8. Consults with and recommend tactics and strategies to local leaders on best practices to develop and maintain relationships with local labour and community groups.
9. Reports on engagement and community organizing to the Director of the Communications and Political Action Department, the Associate General Secretary, Professional Services, and to the Provincial Executive as required.
10. Arranges representation and participating for the organization at community outreach and engagement opportunities where appropriate.
11. Performs other duties as assigned.

PART II – POSITION REQUIREMENT

EDUCATION AND EXPERIENCE

- Minimum of five (5) years experience working in member mobilizing, community engagement, and union organizing, in either a paid or volunteer capacity.
- Experience in designing and implementing meaningful engagement processes and outreach programs using a range of proven and innovative organizing and engagement techniques to build compromise and collaborations among stakeholders.
- Demonstrated commitment to championing initiatives that advance equity, diversity, inclusion, and human rights, both internally and externally.
- Must possess excellent oral, written and interpersonal communications skills with strong writing abilities.
- Highly organized with the ability to multitask.
- Working knowledge of Microsoft Word, PowerPoint, Excel, internet, and other presentation and organizational software.
- Must possess strong project management skills.
- Must be able to meet tight deadlines and deliver on projects in a fast-paced, often pressured environment, and see a project through to completion.
- Must be highly motivated, adaptable, and diplomatic with a demonstrated ability to thrive in a challenging, fast-paced, and team-oriented environment.
- Must have the ability to be an influential member mobilizer, community organizer, and engagement consultant within the organization.
- Must have the ability to work effectively in a team.
- Must be capable of maintaining confidentiality, with a high level of accuracy regarding information.
- Proven ability to develop and maintain strong professional relationships with internal and external stakeholders and work effectively with all levels of employees.
- Class G Driver's License, in good standing and reliable vehicle to use on Federation business.
- Evening and week-end work is required, as necessary.
- Bilingualism (English & French) would be considered an asset.

SALARY AND BENEFITS

Salary, benefits and working conditions are as per the collective agreement between OSSTF/FEESO and the Staff Association

APPLICATION REQUIREMENTS

1. A letter of application stating suitability for the position, along with two references.
2. A curriculum vitae, including both professional and Federation experience.

Applicants are required to submit their complete application to:

General Secretary, Chris Goodsir
Ontario Secondary School Teachers' Federation
60 Mobile Drive, Toronto, Ontario, M4A 2P3

Email: careers@osstf.ca

Marked "Personal and Confidential: Community Organizer Application"

Applications will be received up to 4:00 p.m. on Wednesday, December 18, 2024.

Applicant Voluntary Self-Identification Questionnaire

The Ontario Secondary School Teachers' Federation (OSSTF/FEESO) is dedicated to equity, anti-racism and anti-oppression while protecting and enhancing public education. We are committed to cultivating an inclusive workforce that reflects the diversity of our members and our communities. We actively seek and welcome applications from members of First Nations, Métis, and Inuit and equity-seeking groups. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), OSSTF/FEESO strives to ensure that all recruiting processes are non-discriminatory and barrier-free. If you require an accommodation at any point during the recruitment process, please advise the Recruitment Team where possible, in advance.

OSSTF/FEESO values the participation of members with various lived experiences. Self-identification of membership in equity-seeking or sovereignty-seeking group(s) is voluntary. If you choose to self-identify, please fill out the attached Applicant Voluntary Self-Identification Questionnaire.

Applicant Voluntary Self-Identification Questionnaire

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OSSTF/FEESO values the participation of individuals with various lived experiences. As part of our commitment to our Action Plan to Support Equity, Anti-Racism and Anti-Oppression all applicants are invited to complete the Applicant Voluntary Self-Identification Questionnaire. This questionnaire is voluntary, and you may choose to skip the questionnaire or select “Prefer not to answer” to any of the questions. All information collected is confidential and will only be used to support OSSTF/FEESO’s efforts to cultivate a diverse workforce. If you have any questions about the questionnaire, please contact our Human Resources Manager.

- 1) Do you self-identify as First Nations, Métis, and/or Inuit?
 - No
 - Yes
 - Prefer not to answer
- 2) Do you self-identify as a member of a racialized community?
 - No
 - Yes
 - Prefer not to answer
- 3) Do you self-identify as a person living with a disability?
 - No
 - Yes
 - Prefer not to answer
- 4) Do you self-identify as a woman or as gender diverse?
 - No
 - Yes
 - Prefer not to answer
- 5) Do you self-identify as 2SLGBTQI+ (Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex)?
 - No
 - Yes
 - Prefer not to answer