



Community Outreach Manager

Permanent Part-Time position (30 hours per week) based in Pemberton.

About you: *Are you a community leader with a social services / counseling background? A people person who excels in program management and operations? Are you in touch with the social issues in your community and determined to make an impact? We might have the right role for you!*

About us: *Sea to Sky Community Services (SSCS) is one of the largest non-profit organizations in the Sea to Sky Corridor, operating for over 42 years. We provide more than 40 programs that are building healthier communities in pursuit of our vision, for all individuals in the Sea to Sky Corridor to have opportunities to grow, develop and lead meaningful lives.*

About the role: The COM supports the daily Pemberton office operations and leads 4 distinct social outreach programs/services. They build community partnerships to drive strategic goals and ensures compliance with policies and procedures; CARF accreditation; contractual, legal and financial obligations; licensing; and other requirements.

Education and Experience

- A degree in the social service, counselling or related field;
- Two years of recent management experience in social services including direct supervisory experience;
- Previous direct program delivery experience in the community social services sector and direct experience working with First Nation communities;
- Or an equivalent combination of education, training and experience.

Skills and Abilities:

- Strong communication skills: oral, written, and interpersonal.
- Practical experience in social service management, community development, planning and implementation.
- Demonstrated ability to work positively with community groups and stakeholders to address emerging social service issues.
- Strong understanding of Indigenous culture, reconciliation and decolonization practices, and cultural safety in service delivery.
- Proven leadership abilities, including strong supervisory, conflict resolution and team building skills.

- Experience with budget development process, including cost accounting and monitoring.
- Familiarity with accreditation process and quality assurance practices.
- Attitude and values which are compatible with the Vision, Mission and Values of SSCS. Proficient using Microsoft Office (Word, Excel, Outlook) and data base experience.

This role supports the coordination and operations of the following programs:

Pemberton Office:

- The office is the hub of our Pemberton programs. The manager supports the coordinators of 4 programs and leads general office management.

Better at Home:

- Primarily staffed by volunteers, BAH provides basic at-home assistance to help seniors maintain their independence.

Homeless Outreach and Prevention:

- HOP identifies and supports individuals at risk of, or experiencing, homelessness. The program helps access support and funding for safe and stable housing.

Pemberton Foodbank:

- The Pemberton Food Bank is supported by donations, grants, and volunteers. It delivers access to food for people in need.

Poverty Law Advocacy Program:

- This program advises lower-income earners on available legal services, primarily focusing on employment law, human rights, and residential tenancy.

Compensation:

- \$30 per hour / 30 hours a week
- Generous benefits package:
 - BC Municipal Pension Plan
 - MSP premiums
 - Extended health and dental
 - Group life and accidental death and dismemberment insurance

This role requires occasional evening and weekend work and some travel in the Sea to Sky Corridor.

Application deadline: Open until filled

Email your resume and cover letter to: jobs@sscs.ca. Responses will be made to those who are considered for an interview.