



Social Capacity Coordinator (one-year contract)

The Fundy Regional Service Commission (FRSC) is seeking a Social Capacity Coordinator to support FRSC members and the Fundy Region in the coordinated response to support the unhoused. The FRSC is dedicated to creating sustainable solutions to reduce and prevent homelessness. We work closely with regional communities to understand the current landscape, plan for future demand, and create collaborative partnerships to make a meaningful impact.

The FRSC is a public service organization serving seven vibrant communities: Fundy Rural District, Grand Bay-Westfield, Saint John, Rothesay, Quispamsis, Hampton, and Fundy-St. Martins. We are dedicated to fostering collaborative excellence, building resilient communities, and delivering valuable outcomes across a wide range of services, from solid waste management to regional planning and community development.

Reporting to the Manager of Community Development, the Social Capacity Coordinator will work in a team environment along with community organizations, Fundy Region municipalities and the Rural District to reduce homelessness.

Key responsibilities:

- Implement the community development 2025 work plan in conjunction with team members and key stakeholders.
- Assist the City of Saint John's in their Housing for All Strategy and offer opportunities to build regional synergies in the Strategy's goals.
- Investigate alternative regional program delivery options to support the housing needs being experienced by local communities across the Fundy Region.
- Facilitate channels of communication and information sharing between the regional non-profit organizations, the Government of New Brunswick and FRSC member communities in the collaborative approach to respond to homelessness in the Fundy Region.
- Working with partners and stakeholders, build understanding on needs, opportunities, and challenges, and seek to build regional advocacy, policy, and funding priorities.
- Serve as a resource person to the FRSC Board of Directors, FRSC committees and FRSC member councils to support strategic policy decisions.

- Monitor, track and measure key indicators impacting the social and community development trends.
- Supports written proposals and funding applications.
- Through the identification of regional alignment and priorities, maximize the volume of provincial and federal funding invested in the Fundy Region to support a collective response to homelessness.
- Support the delivery of a regional symposium in 2025, which brings together partners and stakeholders involved in the collective response to homelessness.
- In conjunction with the FRSC Community Development Committee, develop recommendations to the FRSC Board of Directors on the key opportunities for the FRSC to bring added value to its members in the collective effort for housing support and availability across the Fundy Region.
- Perform all other duties and responsibilities as required.

Qualifications:

- Post secondary education in the field of human services, social development, community development or any other field related to the job profile.
- Three (3) years of experience in social or community development or a closely related field.
- Excellent written and oral communication skills in English; French is an asset.
- Experience working in partnership with representatives of governments, the private sector, and non-governmental organizations.

The ideal candidate will demonstrate:

- Sound judgment and discretion with confidential information
- Strong interpersonal and communication skills
- Ability to build relationships at all levels of the organization
- Proactive, results-oriented approach to problem-solving
- Commitment to highest personal and professional ethics
- Service-oriented mindset with a whole-system perspective

Employee benefits:

- This position falls within the following pay band: \$65,000 and \$73,234
- Comprehensive benefits package and RRSP with matching contributions
- The intention is to house this role within the FRSC Uptown Office on Broadview Avenue
- Free on-site parking

To apply, submit your resume and cover letter by January 6, 2025, to csilhanek@fundyregion.ca.

The Fundy Regional Service Commission is an equal opportunity employer committed to building a diverse and inclusive workforce that reflects our communities.