



## **Community Health Promoter, Community Partnerships and Projects**

The Ottawa Regional Cancer Foundation is dedicated to increasing cancer survivorship in Eastern Ontario. We facilitate access to community-based wellness support for people affected by cancer and support research to prevent, detect, diagnose and cure cancer. For more information about the Cancer Foundation, please visit [www.ottawacancer.ca](http://www.ottawacancer.ca).

### POSITION SUMMARY:

The Community Health Promoter, Community Partnerships and Projects is a member of the Ottawa Community Cancer Hub team and works closely with other Centre employees to provide the highest quality of support to the community. The role of the Community Health Promoter is to work with individual partners and organizations on priority projects that contribute to improved care in the prevention and management of cancer in the Eastern Ontario region.

The Community Health Promoter, Community Partnerships and Projects works closely with the VP Programs and Stakeholder Engagement to plan, resource, and evaluate ORCF cancer support programs / initiatives /granting in accordance with the strategic directions of the organization, and integrates an anti-oppression/health equity focus into the programs and services offered by ORCF.

The Community Health Promoter, Community Partnerships and Projects functions as a member of a multi-disciplinary team working with staff, program participants, external partners and the broader community to implement effective strategies to improve health outcomes and improve access to appropriate community cancer supports.

### **SPECIFIC RESPONSIBILITIES: (include but not limited to)**

#### **Community & Health Partnerships**

- Develop collaborative relationships with underserved communities and the organizations that work along side them. Identify cancer related health priorities and work in collaboration with the community to plan for and implement strategies to achieve better access to community health supports.
- Work with the interdisciplinary team, leveraging relevant data and other evidence to identify the cancer support needs of the Ottawa/Eastern Ontario region; secure and implement programming to address service gaps, and help develop financial pathways for clients to improve their social determinants of health.

- Act as a resource for community groups by attending, presenting at and/or facilitating workshops, webinars, information sessions or focus groups; and by advocating on behalf of or for groups in the community.
- Mobilize the existing human and material resources in the community to enhance the capacity of the hub to affect social change by developing and participating in capacity building activities on behalf of the organization.

### **Project Management**

- Develop health and community-based projects in conjunction with other team members that are responsive to needs, and in accordance with the strategic directions of the Centre
- Generate a process of stakeholder ownership, including community agencies, clients/ participants and community members, in the planning, delivery and evaluation of projects based on our values of interdisciplinary teams and collaborative approaches.
- Support the development of enhanced streams of Hub services and programming in:
  - Nutrition
  - Practical/Financial Support Services
  - Mental Health
  - Physical Health
  - Social Connection and Spiritual Health
- Lead the Implementation of projects by:
  - Participating in budget development and managing project activities as required including oversight of contract staff when applicable
  - Overseeing effective delivery of project activities
- Provide guidance and direction to students, volunteers and project related staff to achieve identified project or program outcomes.
- Evaluate programs to ensure that objectives are met and recommend changes to the day-to-day operations of the projects based on community input. Support evaluation summaries and report writing and presentations in relation to the projects.

### **Research, Advocacy and Social Action:**

- Make recommendations regarding, participate in or otherwise support research on health needs involving and mobilizing the community of interest around the research, and from the research; develop clear plans and positions upon which the Centre should base program and advocacy efforts.
- Initiate appropriate links with stakeholders including key foundations, educational and other institutions to promote the availability of the Centre as a learning site.

**Administration:**

- Participate in committees, work groups, projects as may be required.
- Identify the need for or participate in the development of policies and protocols, and follow all protocols and policies of the Centre.
- Develop an annual work plan with inputs from supervisor, identifying actions plans, learning goals and professional development needs.
- Submit program statistics and reports on a timely basis.
- Participate in the development of funding proposals.
- Contribute to the vision, mission, values, principles and strategic directions of the Centre.
- Contribute and participate in the Foundation's philanthropy efforts. Speak with donors and prospective donors (groups and individuals) directly to describe the impact of their gifts to our clients and the types of outcomes the Foundation is trying to achieve.
- Carry out other duties as may be assigned from time to time.

**SKILLS AND QUALIFICATIONS**

**Education:** Graduate degree in Health Sciences preferred, will consider an appropriate combination of relevant education and work experience

**Professional Affiliation:** Member of a registered health or social work profession preferred

- Minimum 3-5 years front-line experience in community engagement based program planning, implementation and evaluation
- Experience working in oncology or chronic illness an asset
- Thorough understanding of community engagement and development principles
- Experience working with low-income and other underserved community members
- Experience working with diverse community groups and teams
- Experience in partnership development and funding proposal writing
- Experience in program evaluation
- Experience managing project budgets
- Prior involvement in health or community based research an asset
- Experience mentoring students or volunteers

**Language Designation:** Ability to speak and write fluently in English required; Ability to speak and write fluently in French and/or other languages is an asset

*\*Please be advised that our organization require all staff, students, and volunteers to be fully vaccinated (minimum 2 doses of approved vaccines) against COVID. This position*

*accommodates some remote and some on-site work. When on-site, staff are required to wear masks for the health and safety of our clients and community.*

**Salary & benefits:**

- Full-time, permanent position
- Salary range: \$63,400 (low), \$81,000 (mid) to \$98,300 (high)
- Defined benefit pension
- Exceptional health / dental plan
- 4 weeks paid vacation

**Application Method:** with “Community Health Promoter Posting” in the subject heading, please send your resume and cover letter by 5:00 pm on September 28, 2022.

E-mail: [npraamsma@ottawacancer.ca](mailto:npraamsma@ottawacancer.ca)

No phone calls please. We thank all applicants for their interest but only those selected for an interview will receive acknowledgement.