

School and Community Integration Strategist One year Contract

United Way of Calgary and Area is the largest non-government source of funding for human care and community support programs in the Calgary region. United Way works with its community partners to build sustainable solutions for the future, while providing services today to improve lives of people when they need it most.

Several systems have emerged to address some of the barriers that limit student achievement and family and community participation. While many of these systems achieved strong results, they were also hindered by scale, sustainability, accessibility, matching of student needs and program, and other issues. Four key system stakeholders – the City of Calgary, Calgary Board of Education, Calgary Catholic School District and the United Way of Calgary and Area – are working together to address some of these fundamental challenges.

The purpose of this one year, contract position is the development of a strategy and operational model to address student, family and community needs by creating a streamlined approach to right-fit, sustainable programs and activities in schools. The position will nurture effective organizational collaboration, enable system wide capacity building, strategic planning and ongoing engagement with the four partners as well as agencies and community groups. This position will be supervised by the City of Calgary and United Way of Calgary and Area. The preferred start date for this position is May 29, 2017.

The Core Competency characteristics every member of United Way is expected to possess are Adaptable & Resilient, Relationship-Oriented, Collaborative, Results-Driven, Values-Driven, and Strategic Thinking.

MAJOR RESPONSIBILITIES

- Works with core stakeholders to establish project outcomes and clearly define specific organizational roles
- Develops a collaborative framework for targeted stakeholder engagement at both the system and local level to proactively identify service delivery gaps and opportunities, support emerging trends, build capacity and create high level systems change
- Works with stakeholder groups and networks to allow for engagement in the strategy and program design through to implementation
- Develops solution based recommendations to facilitate system change
- Researches best practice as well as evaluates experience in previous systems to design, implement, monitor, and sustain the future state model
- Prepares and presents reports and information to internal and external groups

QUALIFICATIONS

- Degree preferably in Education, Human Services or related field with at least 5 years of related experience including collaborative frameworks, strategic planning, project management and research
- Experience working in a school environment and experience presenting high level strategy to internal and external stakeholders will be considered an asset
- Strong interpersonal skills, the ability to work as part of a team and the ability to develop relationships across city departments are integral to success in this position
- Knowledge of planning principles and legislation, sensitivity to the business and political environment
- Ability to pursue proactive problem solving and achieve objectives while ensuring optimal use of resources
- Demonstrate good judgment and decision making skills with sound planning analysis
- Intermediate to advanced skills in Microsoft SharePoint, Word, Excel, and PowerPoint
- Strategic, critical thinking and creative problem solving skills
- Excellent communication skills, including the ability to prepare & present complex information

INSTRUCTIONS

- **Reply by with Cover letter and Resume (PDF) by email no later than 4pm on May 4th, 2017**
- **Reply to: hr@calgaryunitedway.org**
- **Subject Line: School and Community Integration Strategist – Your Name**

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Visit our website at www.calgaryunitedway.org

We thank all applicants for their interest and effort in applying for this position, however, only those being considered will be contacted.