

Employment Opportunity

Communications & Fund Development Lead

St. Clair O'Connor Community Inc. (SCOC). is a non-profit partnership between the broader community and Danforth Mennonite and Toronto United Mennonite Churches providing a range of accommodation and a continuum of care, a variety of life-affirming activities and programs for seniors in the surrounding neighborhoods. SCOC seeks to be a caring, intergenerational community, which nurtures the health and wellbeing of its residents.

SCOC is presently accepting applications for Communications and Fund Development Lead Permanent Full-time.

Reporting to the Executive Director. Required to perform duties consistent with policies and procedures and appropriate legislation.

POSITION SUMMARY

- Responsible for the creation of exceptional communication strategies, both internally, to tell the innovative story of the St. Clair O'Connor Community as an intergenerational community dedicated to creating a safe and caring environment for gracefully aging seniors amidst families, both younger and older.
- The position of Communications & Fund Development Lead will be responsible for developing effective communication processes, working with media, writing grant proposals, making presentations, creating publication materials, supporting the website, editing newsletters, and publishing relevant articles in health care and human services journals.
- The Communications & Fund Development Lead will work with both St. Clair O'Connor Community and St. Clair O'Connor Foundation to develop and implement an integrated communications plan that supports achieving SCOC's strategic vision and fund development revenue goal.

QUALIFICATION AND EDUCATION REQUIREMENTS

- A community college/university degree in literature, communications, public relations, journalism, marketing or other related equivalents will be considered. Additional courses related to project management and leadership and fund development are highly desirable.
- Proven flexibility and creativity, excellent oral and written communication skills.
- Knowledge of community resources is an asset.
- Knowledge of computers and associated applications are required.
- Have knowledge of Eden Alternative Philosophy of Care
- Understand and practice Servant Leadership
- Must be fully vaccinated against Covid-19

Please send your application and resume by, October 18, 2024, to:

EMAIL YOUR RESUME TO

St Clair O'Connor Community Inc.
2701 St. Clair Ave. E.
Toronto, ON M4B 1M5
Email: c.gomez@scoc.ca

Thank you for your interest, however, only applicants considered for an interview will be contacted.