

Please submit a cover letter and resume in confidence to connect@asecommunityfoundation.com.

Note: The position will remain open until filled.



Position Title: Coalition and Community Engagement Coordinator

Start Date: January 9, 2025 (ASAP)

End Date: August 31, 2025 (7 months, with the possibility of extension)

Hourly: \$28-\$30/hour, with Dental and Health Benefits

Hours: Full Time, 35 hours per week, primarily Monday- Friday, 9-5 pm EST. Must be available to work evenings and weekends for events and initiatives.

Location: Hybrid; Primarily a virtual work-from-home opportunity, requiring in-person work for scheduled meetings, events and special projects.

Reports To: Director, Strategy and Operations

ABOUT US

The Ase Community Foundation for Black Canadians with Disabilities is a national not-for-profit Black-led and disability-led community organization. Our work is rooted in the "For us, by us" principle, centring our voices, lived experience, and resistance to manifest change.

Through collective wisdom, cross-movement solidarity, and boundless talents, we identify and dismantle structural and societal inequities that perpetuate stigmas and adversely impede all aspects of life and well-being for Black people with disabilities.

Our mission is to disrupt disparities at the intersection of Blackness, disability, and gender, driving a cultural shift supporting our community's collective liberation.

We cultivate access for all through education and awareness, collaborative knowledge sharing, research and policy, and youth empowerment anchored in a national Black Accessibility Knowledge Hub.

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POSITION SUMMARY

The Ase Community has grown exponentially across Canada through innovative knowledge awareness and mobilization programs, initiatives, and research, further deepening our impact and reach.

We are excited to welcome the next dynamic community leader to our brilliant and passionate team. This person will lead the next phase of our strategic priorities and community engagement goals while fostering a culturally relevant and inclusively designed organization aligned with disability justice principles and our values.

This is a unique opportunity to lead community-driven engagement initiatives. Your role will combine your talents, expertise, and experience to develop and build the first Black Disability Coalition, Black Accessibility Knowledge Hub (Blackhub.ca), REAL Knowledge Series, and our youth initiatives, and also design new initiatives that respond to our community needs.

This is a pioneering position for a dynamic individual with a strong background in project management, augmented by a community-based and intersectional approach to community engagement. The role also requires a leader with exceptional communication skills, a strong aptitude for relationship-building, and the ability to manage multiple projects and priorities effectively. You will support a team of full-time coordinators and student interns, reporting to the Director of Strategy and Operations.

If you are passionate about driving systemic change and advancing the lives of Black and disabled people, we invite you to apply and join our impactful journey.

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Key Responsibilities

Partnerships and Community Development

- Lead the development and facilitation of the National Black Disability Coalition and Affinity groups, including training and coaching members.
- Cultivate and maintain positive relationships with partners and services, leveraging existing connections and establishing new partnerships to optimize engagement of Black disabled people, Black-led organizations, inclusive disability and service organizations, researchers and policy analysts, and grassroots community organizations.
- Collaborate with partners and organizations to enhance awareness and knowledge mobilization about the intersectionality of Blackness, disability, and gender.
- Develop and manage the national partnership strategy that builds and prioritizes Black-disabled leadership and broadens interdisciplinary collaborations across sectors and communities.

Community Projects and Initiatives

- Manage the community engagement portfolio; resourcefully manage the REAL Knowledge Series and knowledge mobilization events and initiatives (virtual, hybrid, and in-person)
- Manage the Black Accessibility Knowledge Hub, web development and maintenance, listings and community engagement, and promotion.
- Drive the development and engagement of community-based initiatives, newsletters, and social media campaigns.
- Establish and coordinate a program evaluation and impact strategy for outreach activities, initiatives, and events; identify areas of success, new knowledge, challenges, and gaps.
- Support the Events Coordinator and Community Ambassadors through regular individual and team meetings.
- Leverage digital tools and technologies in the delivery of engagement activities.

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Qualifications and Experience

- Minimum undergraduate degree focusing on community development, social issues, and/or intersectionality frameworks. Equivalent education, experience, and lived experience at the intersection of race, disability, and gender will be considered.
- A minimum of 2 years of experience managing projects, programs, initiatives, and staff, including building strategic partnerships and community engagement
- Demonstrated commitment and experience leading initiatives, programs, and/or services that advance Black wellness and liberation by disrupting anti-Black racism and eradicating systemic systems of generational oppression.
- Proven experience building nationwide partnerships and collaborative opportunities.
- Exceptional administrative and program management skills; multi-tasking and meeting deadlines
- Experience working with community organizations and partners to advance collaborative projects and objectives.
- Working and/or lived experience within the Black community
- A combination of lived experience, practical experience, and/or knowledge of disability justice, intersectionality, anti-Black racism, critical race theory, and/or GBA+
- Strong project management and digital skills, including Asana, Trello, Canva, online marketing tools and platforms, social media, and Zoom

Assets

- Professional networks across Canada, specifically within Black-led organizations, disability organizations, gender-based organizations, and/or LGBTQIA
- Experience developing and facilitating training: anti-Black racism, disability justice, critical race theory, Black Feminist Disability Framework, etc.
- Highly developed communication skills and project management certification is an asset.
- Experience working with senior leadership and the Board of Directors in a growing not-for-profit organization.

We **strongly** encourage those who self-identify as a Black person with disabilities to apply!

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Please submit a cover letter and resume by Sunday, 5th January 2025, at 11:59 PM (EST) by email with the subject line “ Coalition and Community Engagement Coordinator Application”, directed to the Manager at connect@asecommunityfoundation.com

Interviews will be held from January 7, 2025.

We are committed to a fully accommodated and enjoyable hiring process experience.

Please let us know how we can support you throughout this process. This includes accommodations and other requests.

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