



SOUTH VANCOUVER NEIGHBOURHOOD HOUSE

6470 Victoria Dr., Vancouver, BC V5P 3X7 ph: 604-324-6212 fax: 604-324-6116 website: www.southvan.org

Welcome Bienvenue 歡迎歡迎 Chào mừng Quý Vị Bienvenidos 환영합니다 ਜੀ ਆਇਆਂ ਤੂੰ

Community Food Navigator

(Internal/External)

Posting Period: November 4-18, 2021

South Vancouver Neighbourhood House (SVNH) is located on the unceded, occupied, ancestral and traditional homelands of the x^wməθkwəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) Nations. We recognize the vast cultural diversity of Indigenous people and acknowledge the heterogeneity of their opinions, representation, needs and desires. We dedicate ourselves to walking in solidarity beside our Coast Salish neighbours and South Vancouver community members as we work collectively towards food resiliency and sovereignty.

South Vancouver Neighborhood House has established a Community Food Hub and food distribution program for residents across the Sunset, Victoria-Fraserview and Killarney neighborhoods. We are looking for an enthusiastic and responsible individual who is passionate about food justice issues and community development to join our Food Team. The Community Food Navigator provides resources, connections and referrals to families in need of food security. The Navigator will assess the needs of vulnerable families and empower them with a person-centered approach. They will provide resources and referrals, oversee registration and intake for our program, build community partnerships, provide program partner support, and help coordinate community engagement.

The successful candidate will:

- Work closely with the Food Security Coordinator and Manager as part of the SVNH Food Team
- Provide direct services including needs assessment, referrals, check-ins, advocacy and outreach to vulnerable families; respond to the needs of families and community members
- Refer and assist in systems navigation by directing community members to resources specific to their needs in the community and/or SVNH services
- Oversee registration, intake and waitlist for our SVNH Community Food Hub program
- Train and support outreach volunteers in the program (in adherence to volunteer and safety protocols)
- Build, develop and maintain effective networking and partnerships with colleagues, funders, volunteers, program participants and other collaborators
- Support program distribution partners; help organize monthly/bi-monthly group meetings
- Work with team to coordinate community engagement activities and program evaluation across program and distribution locations
- Maintain participant/program data collection systems and ensure that data and feedback is collected in a respectful, timely and confidential manner
- Be aware of community needs, gaps, trends; share information at team meetings and advocate as needed

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Skills and Qualifications:

- Diploma in Community Development or Social Services or combination of education and minimum of 2 years' experience in community development
- Experience working with vulnerable families, individuals and volunteers in a multicultural environment
- Excellent inter-cultural communication and conflict resolution skills
- Ability to work collaboratively with culturally diverse community residents, volunteers, co-workers, and community service partners
- Demonstrated ability to proactively solve problems independently and work collaboratively with others to achieve common goals and positive results
- Foster the development of others by providing a supportive environment for personal and professional growth
- Experience managing volunteers and implementing volunteer management systems
- Knowledge of South Vancouver community and resources
- Excellent written and verbal English skills; fluency of another language commonly spoken in South Vancouver (Cantonese, Mandarin, Tagalog, Punjabi, Arabic, Farsi) is strongly preferred
- Experience in word processing, database maintenance, Internet research and program reporting
- Good time management and organizational skills
- Successful criminal record check
- First Aid Certification and Valid Class 5 Driver's License is an asset

Employment Terms:

- Pay rate: \$22.64/hour
- Hours: Regular part-time, 24-28 hours/week depending on funding and applicant availability
- Start date: Week of November 29-Dec 3, 2021
- Applicants are ideally available Tuesdays and Fridays; remaining hours can be mutually determined

To Apply:

Please email cover letter and resume with subject line "Community Food Navigator Application" by

Thursday, November 18, 2021 (end of day) to:

Joey Liu (she/her), Food Security Manager, joey.liu@southvan.org

Only short-listed candidates will be contacted for an interview. No phone calls please.

ANHBC is an equal opportunity employer. We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to apply.

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