



## **Community Food Animation Assistant**

FoodShare Toronto is looking for a Community Food Animation Assistant to support the development of community-led food projects in Weston-Mt. Dennis in the York South Weston community. The Community Food Animation Assistant will work closely with a project team that includes staff from the Community Food Animation and Good Food Programs, teams.

### **Detailed job description**

- Assist in animating new and existing fresh produce markets, called Good Food Markets, including supporting start-up, outreach, and facilitating activities at market
- Assist in community evaluation of pilot Good Food Markets including disseminating surveys, supporting focus groups, and data entry
- Assist core team members in planning and organizing logistics for community trainings, meetings and events, with stakeholders and community residents related to the project onsite and in community
- Support grassroots groups on our Supportive Partnerships Platform in organizing, planning, and attending their events
- Attend community meetings, such as the York South Weston (YSW) Neighbourhood Planning Table
- Document weekly activities and tracking relevant information
- Participate in FoodShare staff meetings, all staff training, and handle other duties as assigned.

### **Required Qualifications, Knowledge and Experience**

- Interested applicants must be registered with Miziwe Biik Aboriginal Employment and Services
- Interest in community-led food projects and/or neighbourhood-based community organizing
- Demonstrated commitment to principles of food justice
- Demonstrated ability to work within a diverse community (people of different ages, abilities and cultural backgrounds)
- Interest in conducting outreach, facilitating workshops, and delivering presentations
  
- Effective communication and organizational skills
- Demonstrated ability to work independently and as part of a team

- Familiar and proficient with G-Suite in (Google Drive, Sheets, Docs, Calendar, Gmail, etc.)
- Availability to work evenings and weekends

**Reports to:** Community Food Animation Manager

**Salary:** \$36,000

**Hours:** 35 hours/week

**Duration:** This is a one year contract beginning April 2018 and ending March 2019.

**TO APPLY:** Please submit your cover letter and resume to Human Resources Coordinator - Manal Sayid at [hr@foodshare.net](mailto:hr@foodshare.net) **by March 23th by 5:00 pm.**

**Please note:**

FoodShare is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, colour, religion, sex, sexual orientation, gender, national origin, age, disability, protected veterans status or any other legally-protected factors.

If you feel you need accommodation because of illness or disability during the application process, please do not hesitate to contact Human Resources at your earliest convenience – [hr@foodshare.net](mailto:hr@foodshare.net). You will also be briefed on FoodShare's policies regarding accommodation and the Accessibility for Ontarians with Disabilities Act.

Please note that only candidates selected to move forward in the hiring process will be contacted.

