



## BRITISH COLUMBIA ABORIGINAL NETWORK ON DISABILITY SOCIETY

#6 - 1610 Island Highway – Victoria - British Columbia – Canada – V9B 1H8

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*“Organization in Special Consultative Status with the United Nation’s Economic and Social Council since 2018”*

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### Contract Opportunity

**Position:** “Do the Rights Thing” – Project Coordinator

**Organization:** British Columbia Aboriginal Network on Disability Society (BCANDS)

**Location:** Victoria, BC

**Position Type:** 10 - 11-month contract (with possibility of extension through other related projects) – 21 hr. / week @ \$26.50 / hour – No Benefits

**Location:** Victoria, British Columbia – Travel Required across BC

**Employer:** B.C. Aboriginal Network on Disability Society (BCANDS)

Anticipated Start Date: ASAP or April 1<sup>st</sup>, 2019 at latest

**Job Title: Project Coordinator**

The BCANDS “Do the Rights Thing” – Project Coordinator is a 10 to 11 month contract with the possibility of extension. Anticipated start date is ASAP or at the latest April 1, 2019.

The “Do the Rights Thing” is a project focused on developing and implementing a system-level response to address systemic barriers to services and employment faced by women with disabilities and Deaf women. Working closely with employers, human rights organizations, women with disabilities/Deaf women, and other stakeholders, this project will create practical tools, educational material, and public awareness campaigns on the human rights obligations of employers and service providers. This project will also provide information on the social and economic benefits of equitable hiring and inclusive service provision.

The “Do the Rights Thing” project seeks to center the diverse experience of women with disabilities and Deaf women by providing them with leadership roles throughout the project, and by incorporating their first-person accounts in the public awareness campaign and educational material mentioned above.

This project is led by the DisAbled Women's Network (DAWN) Canada with BCANDS, the ARCH Disability Law Centre (Toronto) and Table des groupes de femmes de Montréal completing the project team, with the project culminating in a national human rights forum on implementing systemic solutions in late 2019.

## **DUTIES / RESPONSIBILITIES**

The BCANDS “Do the Rights Thing” Project Coordinator’s contract deliverables duties will include, but are not limited to:

- Develop and provide an outreach list using the DAWN Canada developed format;
- Implement a series of focus groups consisting of, at a minimum, 15 participants;
- Interview and film selected focus group participants;
- Solicit the participation of Indigenous women living with disability to co-facilitate all workshops / focus groups;
- Coordinate and plan all activities with co-facilitators, providing support as required;
- Document and report on all activities as required by DAWN Canada and BCANDS;
- Participate in project and BCANDS team meetings as required; and
- Other project / contract requirements

## **Expectations of Contactor**

- Attends development initiatives and Project / BCANDS meetings as required.
- Represent the Project at meetings with various associated agencies, government, Indigenous organizations, etc., when required.
- Actively supports continuous improvement by identifying problem areas in regard to efficiency and effectiveness of Project.
- Works with various external specialists, and other associated stakeholders to develop, improve and achieve the expected deliverables and results of the project.
- Works well with others and demonstrates the highest level of maturity when dealing with interpersonal or project issues.

## **Reporting**

- Compiles required reporting documents as requested by the Society, and project partners.
- Other duties as assigned.

## **Position Requirements**

- Bachelor’s Degree preferability in Social / Human Services. An acceptable combination of education and experience may be considered;
- Possess a comprehensive understanding of current and historical events affecting Indigenous Peoples in Canada with the ability to perform duties in a culturally informed and safe manner;
- Understanding of intersectionality as it pertains to Indigenous women and living with a disability;
- Working knowledge of Indigenous, government and community-based employment related departments and structures;

- Excellent interpersonal skills, including facilitation skills;
- Good oral and written abilities;
- Good computer skills (word, excel, email, etc.);
- 2-Years' experience working within the disability sector;
- 1-year experience working with / in Indigenous communities /organizations;
- Valid BC Class Driver's License and daily access to reliable vehicle

Please send your cover letter outlining how you meet the expectations of this contract position and resume in confidence by mail:

British Columbia Aboriginal Network on Disability Society

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or by Email to: [exdir@bcands.bc.ca](mailto:exdir@bcands.bc.ca)

or by Fax to: (250) 381 7312

\*No phone calls please. Applicants will be contacted by the Society if an interview is requested.

\* As per Section 7 of the Employment Equity Act, BCANDS may give preference in employment to Indigenous persons. (<http://laws-lois.justice.gc.ca/eng/acts/e-5.401/page-3.html#h-6>)

\* Persons with disabilities are encouraged to apply for available BCANDS positions.