

Job Opportunity

Peer Project Coordinator, Community Action Initiative

About Community Action Initiative (CAI)

CAI was created to support community-led projects that focus on mental health and substance use issues in British Columbia (BC). We provide funding and training opportunities for community-based organizations across BC to develop and implement innovative service projects that respond to the needs of individuals and families experiencing mental health and/or substance use challenges in their communities. Our work complements the provincial government's *Pathway to Hope: A roadmap for making mental health and addictions care better for people in British Columbia*, which charts a course to an improved future for health and well-being in B.C.

About BC's Community Action Teams (CATs)

In 2018, CAI, in partnership with the Overdose Emergency Response Centre (OERC), supported the creation of Community Action Teams (CATs) across the province in communities hardest hit by the overdose crisis. As part of a knowledge exchange initiative, CAI will profile CATs with the goal of sharing practices and/or ideas and connecting communities for ongoing knowledge sharing. CATs will be supported to create a unique profile that will be showcased on an interactive webpage. The profiles will cover a range of overdose prevention and response approaches, population groups, and local contexts and will provide replicable examples of promising or essential practices.

What you will be doing

Your primary role is to coordinate telephone calls with CATs and to conduct semi-structured interviews to gather information from each CAT. You will report to the Manager of Policy, Learning and Evaluation and to the Project Manager overseeing CATs. 'Peer' refers to a person with lived or living experience (PWLLE) of substance use who is willing to use their expertise in a professional context.

You will:

- Attend and contribute to project-related meetings by telephone or virtually through Zoom.
- Coordinate and conduct a series of telephone calls with CAT representatives.
- Collect and review information gathered during interviews.
- Provide regular updates to the Project Manager and the Manager of Policy, Learning and Evaluation.
- Perform other duties as required.

About you

You are a person with lived or living experience of substance use, who has a keen interest in exploring the topic of overdose prevention and response. You have a basic computer literacy that include the ability to create Word documents and/or Excel spreadsheets, send and reply to email, and search the internet for information. You have one year, recent and relevant experience of work or an equivalent combination of education, training, and experience. Some familiarity with or knowledge of reconciliation, decolonization, equity and inclusion principles, particularly as they relate to health or social sector work, will be considered an asset.

You are an eager learner of new ideas and skills and you have willingness to think creatively about research and policy work. You will demonstrate the ability to:

- Work independently and in cooperation with others
- Communicate effectively, both verbally and in writing
- Organize and prioritize tasks
- Establish and maintain rapport with research subjects or interviewees
- Have confidence to work in a self-directed manner

Working conditions

- This position is located in Vancouver. Due to COVID-19, the work can be completed remotely.
- This is a casual part-time position starting in October 2020. The position will be for 8 hours per week over 8 months. The term of this casual temporary assignment will end in May 2021.
- The Peer Project Coordinator is a unionized position under the Community Subsector Association Collective Agreement. It is at Administrative Support 3, Grid Level 5 and the rate of pay is \$19.72 per hour.

How to apply

Please outline how you meet the specific requirements for this position and submit your application to cmha.careers@cmha.bc.ca by 5 p.m. on October 2, 2020. While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.

We are an equity employer and encourage applications from women, persons with disabilities, members of visible minorities, First Nations, Inuit, and Metis people, people of all sexual orientation and genders, and others who may contribute to our further diversification.