

Summary of Primary Job Functions

Operation Wild is a program of A Rocha Ontario that provides accessible nature experiences for individuals living with disabilities. It is currently funded by the Ontario Trillium Foundation. The program will typically involve hosting groups from local social service agencies at Cedar Haven Eco-Centre and guiding these individuals to engage with God's creation.

We are seeking someone to fill a full time role as **Operation Wild Program Coordinator** for a 17-month-long (including two months of training) maternity leave by further developing and leading this program. The Operation Wild Program Coordinator will be responsible for helping people living with disabilities engage Creation in meaningful and accessible ways through hands-on teaching and inspiring work.

Together with other members of our team, this role will support two focus areas of A Rocha's local work: community engagement and environmental education.

Duties and Responsibilities

Lead & Manage Implementation of Operation Wild Project Plan

Implement program activities to ensure experience matches A Rocha objectives as well as the Ontario Trillium Foundation monitored work-plan

- Ensure program is properly resourced
- Revise work-plan as needed
- 600 people have hope-filled experience that builds their sense of belonging, hope and connectedness

Lead Communications & Marketing of Operation Wild

- Continually implement participant recruitment plan
- Gather change stories from both participants and support staff
- Manage website and other social media related platforms

Inspire & Lead a small Staff/Volunteer Team

- Training staff in integrating the best of eco-education and social work
- Inspire staff and volunteers regarding why the program is needed

Measure Impact & Steward Reporting

- Continuous improvement of program activities to align with Ontario Trillium Foundation grant result
- Partner with academic institution(s) to conduct research with participants
- Complete grant reports every 6 months

Collaborate on Program Sustainability Plan

- Create funding plan for longevity and sustainability of the program, so it carries on beyond the 3 years of Ontario Trillium Foundation funding

Qualifications

- Embodies the A Rocha Canada's Commitments (aka "5C's") and Core Values (Relationality, Hope of Christ, Integration)
- Minimum of 3 years work experience in related non-profit work capacity
- Experience & education in Social Work field
- Strong interpersonal and communication (written and verbal) skills.
- Leadership and experience in volunteer management required
- Proven ability to work independently and with a team
- Good organizational and time management skills, ability to stay focused and meet deadlines with frequent interruptions
- Proficient with Microsoft Office Suite and Google Apps Suite

Requirements

- Willingness to learn fundraising and implement it based on your gifting
- Vulnerable Persons Sector check required
- Demonstrated ability for Outdoor Environmental Education



**Operation Wild
Program Coordinator
(Maternity Leave)**

Job Specifics & A Rocha Culture

Start Date: July 8, 2019

This is a full-time position. Working hours will be flexible but generally entail working Monday to Friday; you will also be expected to participate in special events as required.

Travel: A Rocha Annual Team Retreat in late Jan/early Feb (expenses paid by A Rocha).

The pay scale is based on the A Rocha pay policy for a managerial role (\$20/hour).

To apply, send your cover letter and resume to Amila Dreise at amila.dreise@arocha.ca