



DRMAWN
Durham Region Migrant Agricultural Workers Network

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Project Coordinator

The Project Coordinator will be the primary point of contact for all stakeholders involved with *Holistic Rural Health is Regional Health*, a regional project led by the Durham Region Migrant Worker Ministry. The successful candidate will lead the local and regional logistics of welcoming and preparing temporary foreign workers- specifically Caribbean and Spanish-speaking seasonal agricultural workers- for the 2021 agricultural season in Ontario.

REPORTS TO: Pastor in-charge, Durham Region Migrant Worker Ministry
CATEGORY: Contract: 26 weeks, beginning January 2021 until end of June 2021
WAGE: \$22.00 hourly, 35 hours weekly, until end of June 2021.
ADDITIONALS: Cell phone stipend and laptop will be provided for the term of the contract.

WORKPLACE SETTINGS:

- Indoor faith-based facilities.
- Open-air festivals.
- Virtual settings including online video and audio conferencing rooms
- Open-field agricultural areas e.g. Farm fields, gravel grounds, dirt and/or mud grounds.
- Off-site work areas are predominantly populated by male service users and clergy.
- Evening and weekend work is necessary.

PHYSICAL REQUIREMENTS:

- Light physical effort (e.g. some lifting and carrying of items up to 30 pounds, walking, standing.)
- Visual effort (e.g. concentrated research and reading).
- In-town and regional travel is a requirement via car or public transit to Clarington, Brock Township, Uxbridge, and Ajax on a scheduled weekly basis.

RESPONSIBILITIES:

Communications

- Organize and lead all in-person and video or audio conferencing meetings on a monthly basis with internal and external members of Durham Region Migrant Worker Ministry.
- Identify all local opportunities to provide ongoing updates of the project at least once monthly.
- Ensure timely updates of the 'migrantworkerdurham' website in English and Spanish.

- Manage databases of local, provincial, and federal health and social service agencies working with rural-suburban populations;
- Interpretation of conflicts or situations related to health and social services may require language translation. On-demand translation services will be made available.
- Communications in Spanish or Thai (speak, read, and write) is an asset.
- Develop and distribute a cumulative report for all stakeholders at the end of the project.

Community Relations

- Refer community members to health, social, and professional services in the immediate service area during health fairs and welcome events.
- Delegate tasks to network members as the on-site community events leader.
- Perform day-to-day duties of the contract position, including providing functional advice and guidance in unstructured workplace environments with some control over maintaining program standards.
- Considerable judgement and analysis may be required to determine network recommendations.
- Work with internal and external members to develop an inclusive, localized agricultural worker strategy
- Create and execute a project wrap-up and community appreciation event by end of June 2021.

Other

- Complies with all policies and procedures as presented by the Durham Region Migrant Worker Ministry Directorate.

Skills

- Some experience working in small to medium-sized groups of people.
- Some understanding of what 'meeting people where they are at' means to you.
- Working knowledge of online and laptop software (Word, Excel, PowerPoint, Internet, Gmail, Google Calendar, Canva).

For interested applicants, please email a cover letter and resume to Reverend Augusto Nunez at augusto.nunez73@gmail.com by January 22, 2021 before 4:00pm. Please indicate **Durham Project Coordinator** in the subject line.

Durham Region Migrant Worker Ministry will accept applications from people who self-identify on the basis of any of the protected grounds under the Human Rights Code including but not limited to age, gender identity, race, ethnicity, in/visible disability, or sexual orientation.

Upon request, reasonable accommodation is available for applicants with disabilities throughout the recruitment process. We acknowledge that our main office location is not fully accessible; however we strive to accommodate our staff team in coordination with community partners to ensure accessible spaces are locally available to meaningfully conduct day-to-day activities of the role.

We thank all candidates for their interest in the work of the Durham Region Migrant Worker Ministry; however, only candidates selected for an interview will be contacted. No telephone or inquiries please. All applications are considered confidential.
