

## Job Posting: Coordinator, Housing Advocacy

<b>Competition Number:</b>	<b>AD-21034-CO</b>
<b>Type:</b>	External - Full-Time (Indeterminate)
<b>Hours of Work:</b>	36 hours per week (either four-day workweek or nine-day fortnight)
<b>Compensation</b>	\$65k - \$71K annually, depending on experience, plus a competitive leave and benefits package after an initial disqualification period.
<b>Location:</b>	While some hours in our Gastown office are required, working from home is an option.
<b>Deadline:</b>	Open Until Filled

### About Us:

An exciting opportunity exists for a *Coordinator, Housing Advocacy* with Atira Women's Resource Society, an award-winning nonprofit organization known for its inclusionary hiring practices and where a job is more than a pay cheque. We offer the opportunity to work alongside a remarkable group of women working to make the world a more just place, one woman, one child, one home, one job at a time.

### About the Opportunity:

The *Coordinator, Housing Advocacy* reports to the CEO and has primary responsibility for a national project aimed at raising awareness about and advocating for safe, adequate, affordable housing for women and their children. They are responsible for managing the project plan at a steady pace including initially validating the project scope with stakeholders and documenting workflows. They will deepen relationships with existing partners, build relationships with new partners, and guide planned research and evaluations as well as the overall project, which includes an annual symposium. They will schedule calls with the national advisory circle, create notes and documents and ensure all project documents are appropriately filed and archived. They are responsible for, broadly, ensuring knowledge exchange, information dissemination and awareness for key stakeholders including the public, service providers and relevant policy/decision makers, the housing system and academic development/researchers.

### About You:

You have an inclusive/intersectional feminist analysis of violence against women and powerful alignment with Atira's mission, vision, values and philosophy. You are a team player who strives for excellence but loves to have a good laugh, is able to think fast, be critical, and make sound decisions while working in a fast-paced environment. You have the confidence to lead, and the intuition to know when to ask for help. You have practical experience working with community members, groups and organizations on local, regional and national issues, are people-oriented and friendly while maintaining a professional attitude. You are passionate about access to safe, adequate, affordable housing, especially as it relates to women and children and women and children marginalized by their experiences of structural as well as interpersonal oppression. Your communication skills are excellent and your written and oral English skills are impeccable. Your friends and colleagues would describe you as exceptionally organized.

Resumes from qualified First Nations, Métis and or Inuit women are encouraged, as are resumes from Black women, women of colour, trans women, women who are disabled and women from other equity seeking groups. Fluency in a language(s) other than English is an asset.

### Application Process

Applications should be emailed to [jobs@atira.bc.ca](mailto:jobs@atira.bc.ca) Please quote the Competition Number in your email subject line and provide a cover letter with a current resume describing how you meet or exceed the above-noted qualifications. **Resumes with a Cover Letter unique to Atira are guaranteed a review.** Candidates who lack the experience and qualifications set out in the posting will not be considered, although an exceptional cover letter and transferable skills may overcome lack of experience for some positions. Please go to [www.atira.bc.ca/careers](http://www.atira.bc.ca/careers) for a current list of postings.