



**PARKDALE
QUEEN WEST**
Community
Health Centre

www.pqwchc.org

INTERNAL/EXTERNAL POSTING

0.6 FTE – Part-Time Regular Position

SOS Project Manager (0.6 FTE – 21 hrs/Week)

Parkdale Queen West Community Health Centre (PQWCHC) is a dynamic, community-based health care organization serving mid-west downtown Toronto. Offering a broad range of services, including primary health care, dental care, harm reduction, health promotion, counselling, and community development programming, we are also committed to serving people who face barriers to health care, and we strive to reduce these barriers.

RESPONSIBILITIES

The Safer Opioid Supply (SOS) Project Manager is responsible for the overall coordination and project management for the SOS program at Parkdale Queen West (PQW) Community Health Centre. This position is funded only until March 31, 2023. While there is an expectation that the Project Manager be involved in cross-agency collaboration, the incumbent is responsible to the PQW team.

The Project Manager will provide support for program development and implementation, prepare policy and guidance documents, create a data collection framework and support evaluation activities, identify and work toward system-level issues and advocate for their resolution, provide supervisory support to team members, track budget expenses, and prepare reports for the funder.

The SOS Project Manager is accountable to the Manager, Urban Health/Harm Reduction Services.

SKILLS AND QUALIFICATIONS:

1. Two to three years' experience in a community health and/or social service environment.
2. Demonstrated knowledge and experience with evaluation and research methodologies.
3. Demonstrated ability to work effectively in a collaborative style with staff.
4. Excellent verbal and written communication skills.
5. Strong knowledge of issues affecting communities facing access barriers to health care.
6. Demonstrated knowledge of the social determinants of health, harm reduction approaches and working with diverse and marginalized communities, particularly individuals who are homeless, living with mental health issues, substance use and are immigrants and refugees and from LGBTQ community.
7. Strong problem-solving and decision-making skills.

Compensation: Competitive salary (commensurate with experience) plus benefits and HOOPP (Healthcare of Ontario Pension Plan)

If you are interested in joining in a creative and dedicated team to make things better, we want to hear from you! Please send your resume and cover letter **in a single document** (MS Word or PDF format only) to hire@pqwchc.ca, quoting "**SOS – Project Manager**" in the subject line. Please submit your application by 5:00 pm of April 28, 2021. We truly appreciate your interest; however, only those candidates selected for an interview will be contacted. Please note that applications will be reviewed as they come in and the posting will be taken down once a suitable candidate is hired.

We truly appreciate your interest; however, only those candidates selected for an interview will be contacted. Please also note that the successful candidate will be required to provide a criminal reference check as a condition of employment.

PQWCHC is committed to the principles of access and equity. PQWCHC is committed to reflecting the diversity of the communities it serves and we encourage applicants who reflect Toronto's indigenous, LGBTQ2, racial, and cultural diversity. We welcome and encourage applications from all qualified candidates, including people with disabilities. Accommodations are available on request. Parkdale Queen West CHC is in full compliance of the Ontario Human Rights Code and does not discriminate on the ground of records of offenses.