



Pan-Canadian Task Force on Women in Migration Project

JOB POSTING: Regional Coordinator - BC (part-time), Pan-Canadian Task Force on Women in Migration Project

ABOUT MIGRANT WORKERS CENTRE (MWC)

Founded in 1986, MWC is a non-profit organization that works to promote and advance access to justice for migrant workers by providing legal services, advocacy, research, public education, and engaging in law and policy reform initiatives. Our members include migrant workers working in low-wage jobs in the caregiving, agriculture, food processing, retail, and hospitality sectors, including migrant workers who have lost legal status in Canada. MWC envisions a society in which all workers are entitled to secure immigration status and access to fair, safe employment. We strive to advance the rights of migrant workers to equally participate in Canadian society and the Canadian economy.

PROJECT SUMMARY

Funded by the *Women and Gender Equality Canada's Feminist Response and Recovery Fund*, this project seeks to develop a Pan-Canadian Task Force on Women in Migration with the goal of addressing the intersecting vulnerabilities that women migrants experience. Women's relationship to immigration policies, pathways and status has been identified as creating barriers to and challenges for equitable inclusion in Canadian society.

The task force will bring together experts in the field, including women with lived experience, academics, migrant advocates and service providers to collaborate across sectors and disciplines, share and pool resources, identify best practices, empower women with lived experience, engage in research using feminist methodologies, develop policy solutions, and inform policymakers. The task force will consist of a National Coordinating Committee (NCC) and four Regional Coordinating Committees (RCCs) in the provinces of Ontario, Quebec, British Columbia and Manitoba.

POSITION SUMMARY

Across the project, there are four regional coordinator positions available, in BC, Manitoba, Ontario and Quebec. These positions are anticipated to be part-time, 15 hours per week, contract positions for a period of two and half years (until March 2024). This is an exciting opportunity to work at a regional level to support the creation of a national network of women with lived experience, academics, migrant advocacy and community organizations and to identify trends and promote policy solutions aimed at ending discrimination against women migrants in Canada.

The Regional Coordinators will be responsible for supporting the development of the regional work plans and implementing the regional project activities, coordinating resources and activities to ensure project deliverables and timelines are achieved, in accordance with the project plan and budget. This will require expertise in project management, advocacy and facilitation skills. The Regional Coordinators are housed at the respective Regional Partner organizations and report to designated supervisors. A National Coordinator/Advocacy lead is responsible for overall project coordination.

DUTIES AND RESPONSIBILITIES

- Manage, coordinate and implement regional project planning and delivery of activities, including facilitating bi-monthly regional committee meetings;
- Support the planning and delivery of three annual virtual conferences;
- Ensure the equitable inclusion of women with lived experience throughout the project;
- Conduct regional asset mapping, including service providers, migrant advocates and academics;
- Support the development of policy reports, briefs, presentation and other written material by the regional committee for print and online use;
- Coordinate the social media and communication strategy;
- Develop op-eds and letter to the editor for mainstream and multi-ethnic and multi-lingual news outlets and social media;
- Coordinate public presentation opportunities for task force members at national and regional levels; and
- Coordinate the promotion and delivery of MWC-led leadership training for women with lived experience.

QUALIFICATIONS

Project staff come from a variety of backgrounds, and we are eager to find people that bring lived experience to the role. We expect that people will be successful in this role when they

- Bring experience in managing projects, especially in a virtual environment;
- Bring an intersectional feminist analysis of issues impacting women migrant communities;
- Have experience with establishing and maintaining effective working relationships with women with lived experience and cross-cultural communities;
- Have administrative, organizational, and problem-solving skills to remain organized in a virtual and self-directed environment, effectively manage competing priorities, prioritize and meet deadlines;
- Bring an understanding of the political landscape at the national and regional levels and an understanding of advocacy and government relations;
- Are a clear and concise communicator with the ability to shift style to accommodate a variety of audiences. This includes both demonstrated presentation as well as strong writing and editing skills;
- Bring experience in facilitating diverse groups with a demonstrated understanding of how to effectively engage people with lived experience, steward decision making and resolve conflict; and
- Are fluent in spoken Spanish and/or Tagalog. This is an asset.



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COMPENSATION

The salary is \$31.00 per hour. MWC offers generous vacation leave and paid sick leave.

PREFERRED START DATE

The start date for this position is as soon as possible.

APPLICATION PROCESS

Closing date is Friday, December 10, 2021. Applicants are encouraged to submit applications early, as interviews will be conducted on a rolling basis for the position.

We welcome and encourage applications from all individuals with relevant experience, especially people with lived experience of migration, and equity-seeking groups.

Interested candidates are asked to submit a cover letter and resume addressed to the Hiring Committee to jon@mwcbc.ca with "Regional Coordinator" in the subject line. While we thank all applicants for their interest, only those offered an interview will be contacted.

MWC and all the project partners are committed to the health and safety of our staff members, volunteers, and clients. Due to the ongoing COVID-19 pandemic, most staff members are working remotely. We anticipate that the Regional Coordinators will do a combination of remote-based and in-person work, subject to public health orders and guidance, hosting partner organization's own policies, and individual health needs