



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Senior Project Manager

<b>Job ID</b>	<b>48-89-84-59-40-1D</b>
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=48-89-84-59-40-1D">https://careers.indigenous.link/viewjob?jobname=48-89-84-59-40-1D</a>
<b>Company</b>	Park People
<b>Location</b>	Toronto, Vancouver, Montreal, Across Canada
<b>Date Posted</b>	From: 2021-02-17 To: 2021-03-19
<b>Job</b>	Type: Full-time Category: Miscellaneous
<b>Job Start Date</b>	March 2021
<b>Job Salary</b>	\$50,000 - \$60,000
<b>Languages</b>	English, French

### Description

In this permanent full-time role, you will join Park People's programming team to support new and existing projects and help strengthen community involvement in urban parks across Canada. Working with a small and collaborative programming team, you will manage a portfolio of national projects, and identify new opportunities to build partnerships between regional park stakeholders (communities, business, funders, local governments).

Location: Based out of Vancouver, Toronto, or Montreal, remote working

If you love:

- Organizing memorable and impactful events and believe that parks have an important role to play in creating platforms for community members to activate change in their neighbourhoods
- Mobilizing and motivating partners, stakeholders and funders to drive towards a common vision bigger than what any of us could achieve on our own

Then join us and make your mark in shaping an organization at the forefront of city building in Canada.

Park People is dedicated to promoting equity, multiculturalism, and inclusion in our offices and in all of the work that we do. We believe deeply in diversity of race, gender, sexual orientation, religion, ethnicity, national origin and all the other characteristics that make us different. We are striving for a staff team that is representative of the communities where we work, and encourage applications from BIPOC applicants.

As a Senior Project Manager, you will:

- Plan and oversee a signature national conference (in Vancouver in June 2022), including overseeing budgets, timelines, content, speakers, communications, and onsite event planner
- Design and deliver new and existing projects, including developing project plans and timelines, overseeing project teams, and collaborating with external stakeholders on joint deliverables
- Develop and manage partnerships, including those with municipal staff and funders, to help identify programming and funding opportunities
- Create content for Park People's website, social media channels and webinars to support

members of the Park People National Network

â€¢ Plan and implement program evaluations

We are looking for a creative, organized, adaptable, and experienced project manager who loves developing projects from the ground up and is comfortable leading a small team of people who work in multiple cities across Canada.

### **Experience**

â€¢ 3-5 years of personal or professional experience designing, leading and evaluating community programs

â€¢ 1-2 years of experience in supervisory roles and mentoring a staff team

â€¢ Ability to identify and manage multi-sectoral partnerships and strengthen existing relationships

â€¢ Strong project management skills

â€¢ Demonstrated experience planning medium to large scale events

â€¢ Strong communication skills including written, presentation, and public speaking skills

â€¢ A solid understanding of how larger goals connect to the outcomes and deliverables of projects and can highlight those appropriately when stewarding stakeholders

â€¢ Understanding of and commitment to community-building, the urban parks movement, and placemaking

### **Additional Skills**

â€¢ Bilingualism (English and French) is a strong asset

â€¢ Demonstrated understanding of budgeting and forecasting

â€¢ Demonstrated fundraising experience including grant proposal and report writing, and relationship management

### **Other**

Park People is a great place to work:

â€¢ We offer a generous benefits package including health and dental benefits, annual cost of living increases and a pension plan.

â€¢ We have an amazing work culture with smart, engaged colleagues who want to learn and improve while having fun.

â€¢ We have a casual and collegial work environment in Toronto, at a beautiful space at 401 Richmond St., which offers onsite childcare.

â€¢ We value flexibility and work life balance for our team members, offer generous vacation time, flexible work hours and telecommuting options.

â€¢ We offer opportunities to get involved in new areas and grow professionally with progressive career opportunities as Park People continues to grow.

â€¢ We provide time and funding to support education and training, including regular staff field trip days to explore cool things happening across the city.

â€¢ We provide you with the chance to lead change and have an impact in communities across Canada.

### **How to Apply**

Please send your resume and cover letter in one electronic file in confidence by Sunday, February 28th, 2021, to [admin@parkpeople.ca](mailto:admin@parkpeople.ca). Please reference Senior Project Manager in the subject line of your email.