

**POSITION: Community Engagement Researcher and Coordinator**  
Centre for Cities, UWindsor

**Position Overview:**

We are seeking a highly skilled, committed, and experienced Community Engagement Researcher and Coordinator to join our cross-disciplinary and community-facing team focussed on the new Parks Canada National Urban Park (NUP) program. The Community Engagement Researcher and Coordinator will be part of a small core team and wider community of practice including faculty and staff, students, and community partners. We want to invest in people committed to the goals and ethos of the Centre for Cities and our partners the Healthy Headwaters Lab and UWindsor Indigenous Knowledge Keepers Table - including equitable, inclusive, and sustainable citybuilding; Indigenous co-governance; and biodiversity and access to nature in urban spaces.

**Key Responsibilities:**

**Community engagement research**

- Lead the research and drafting of a toolkit on community engagement for National Urban Parks planning (including online resources).
- In collaboration with the full team:
  - research and draft a National Urban Park citybuilding policy paper and web-based materials
  - conduct doctrinal research related to participatory governance and public engagement science, municipal law and policy, public engagement on municipal climate policy as relates to the NUP program
  - co-create and deliver conference and public presentations on National Urban Park research, wise practices in engagement practice
  - draft policy briefs and plain-language communications (e.g., blog posts) related to above topics and for publication in print and online

- undertake data collection and management in collaboration with other team members
- Potentially co-author journal articles and/or book chapters on engagement science and participatory governance aspects of the NUP program and Ojibway National Urban Park
- prepare or assist with preparation of Research Ethics Board applications as needed.

### **Community engagement coordination**

- Develop and implement community engagement strategies in collaboration with Centre for Cities direction and staff, the National Urban Park team, and community partners.
- Build and maintain strong relationships with community organizations, government agencies, local businesses, and other key partners including Rights Holders.
- Plan and facilitate community engagement events, workshops, and public consultations.
  - Collect and maintain data sets from these workshops and consultations
  - Provide analysis and reports on the data sets collected
- Work with Centre for Cities staff to ensure that community perspectives are taken into account in the research related to the national Urban Park.
- Communicate Centre for Cities/NUP team research findings, policy recommendations, and values to the public, stakeholders, and community organizations in collaboration with the Communications Director.
- Develop and manage social media and other digital engagement platforms to support community engagement efforts in coordination with the Communications Director.
- Monitor and evaluate the effectiveness of community engagement activities and make recommendations for improvements.
  - Work in coordination with Communications Director and full NUP team in information sharing of national-level research
  - Support community events tied to research/education as well as the creation of a microcredential on the National Urban Park program and/or engagement practice

### **Desired qualifications:**

We are building a team of colleagues who bring passion and commitment to the work. Strong social and ecological connections to place - Ojibway Prairie Complex, the Detroit

River, across the Traditional Territory of the Three Fires Confederacy of First Nations (Ojibway, Odawa, Potawatomi) as well as the Windsor-Essex and border region more broadly - will be of particular interest. The following formal qualifications will also be considered strong assets:

- Bachelor's and/or Master's degree in a relevant field such as urban studies, political science, environmental studies, sociology, anthropology, public health (this list is not exhaustive), ideally with some focus on community engagement and/or community-facing research.
- Minimum of 2 years of experience in community engagement, or related fields, or equivalent.
- Experience and/or qualifications in organizing and facilitating community engagement and partnership-building with strong EDI, anti-racism and decolonialization lenses.
- Excellent written and verbal communication skills.
- Strong organizational skills and attention to detail.
- Ability to build and maintain strong relationships with diverse community partners (from grassroots to anchor institutions).
- Demonstrated ability to work independently and as part of a team.
- Knowledge and understanding of Centre for Cities' research and policy areas.
- Experience in developing and implementing community engagement strategies, plans, and initiatives.
- Proficiency in Microsoft Office and social media platforms.
- Exceptional interpersonal skills with the ability to collaborate effectively with internal teams, external partners, and community representatives.
- Data analysis skills (qualitative and/or quantitative).
- Passion for the nonprofit/university/municipal/environmental sector(s) and commitment to the National Urban Parks program's missions are assets.
- Experience with relational accountability, ideally exhibited through community-facing work with a broad and diverse array of community partners and within the core NUP team.
- Experience and strengths working in cross-disciplinary contexts. Experience and/or training in environmental studies or science.
- Exhibited ability and experience with code-switching.
- Language skills (including French, Indigenous languages such as Anishnaabemowin, other languages widely spoken in the Windsor-Essex region).

**Further details:**

The position is offered as a full-time (35 hours per week) fixed-term, one-year contract. Start date is flexible but as soon as possible. There is a strong possibility of renewal to 31 March 2025.

Salary range for this position is \$55,000-75,000 per annum, commensurate with experience and qualifications. Extended health insurance benefits are available.

The Community Engagement Researcher and Coordinator will work in a dynamic and fast-paced environment. The role requires occasional weekend and evening work. Office space is available (possibly shared) at the Centre for Cities space in the UWindsor School of Creative Arts (SOCA) in downtown Windsor; however hybrid and flexible working models are possible.

**To apply:**

To apply, please submit your CV and a cover letter to [nationalurbanpark@uwindsor.ca](mailto:nationalurbanpark@uwindsor.ca) by midnight ET on 24 July 2023.

Your cover letter should highlight your reasons for interest in the position and the Centre for Cities/National Urban Park project, as well as relevant experience. Candidates are also asked to include in their cover letter a brief (up to half-page) positionality statement reflecting on where they are in their personal journey towards Indigenization, anti/decolonialization and inclusiveness. Additional comments on how you would seek to be supported to ensure your full participation in this role are welcome.

Please also indicate in your cover letter your preferred modality of work (in-person, virtual, or hybrid), noting that this position will require some mix of in-person and virtual work.

Interested candidates are encouraged to contact us to express interest, and are welcome to ask any questions via email ([nationalurbanpark@uwindsor.ca](mailto:nationalurbanpark@uwindsor.ca)) about the position and/or the National Urban Parks project in advance of a formal application. Position will remain open until filled; however early applicants are strongly encouraged.