

JACOB'S WELL: JOB OPPORTUNITY

Director of Community Relations

Jacob's Well is a faith-based community in the Downtown Eastside of Vancouver, seeking mutually transformative friendship with those on the margins of society and equipping others to do the same in their own context.

Background

We are looking for a candidate to be the Director of Community Relations. The successful candidate would help us fulfill two important roles:

- to support current staff to live out the mandate at Jacob's Well
- to help enable the community to carry out long term communication goals, deepening relationships, and growing as a healthy community.

Jacob's Well is seeking a person who has

- Willingness to listen, learn, work as a team, open to leading a team of volunteers and earning respect and trust in the community
- Maturity of faith and experience, humility & patience
- Experience and a comfort level in building friendships with diverse people (specifically those in the DTES or similarly marginalized population).
- Strong leadership skills and excellent communication skills both written and verbal
- Able to produce monthly prayer email, semi-annual news letter, and coordinate volunteers
- Attributes and approaches that contribute to and help implement the vision of the leadership team (board directors and staff) in order to journey with the staff and the community
- Open to live by faith, with a certain level of financial uncertainty
- An interest in networking and cultivating connections within the DTES and beyond

Note that it is desirable, but not mandatory, for a candidate to have

- *Connection to the Jacob's Well community*
- *Theological education or training*
- *Artistic ability*

Details of Available Staff Position:

Remuneration	\$ 19.00 to be re-assessed after a probationary period of three months
Hours	20 hours per week
Benefits	Jacob's Well has a health trust fund, which staff draw from for expenses that the Canadian government deems coverable.

<p>Job Role</p>	<p>The successful candidate will</p> <ul style="list-style-type: none"> ● Contribute to the leadership of the community, including leading teams of volunteers, participating in weekly staff meetings and quarterly leadership team meetings, organizing and leading initiatives ● Maintain the monthly communications ● Lead in communicating to and coordinating volunteers ● Provide pastoral care within the community and maintain a presence at the storefront ● Develop and maintain friendships with vulnerable persons within our community ● Contribute to teaching on an ad hoc basis, and assisting in the facilitation of workshops ● Participate in the ongoing fundraising efforts of Jacob's Well <p>Depending on the skill-set of the successful candidate, the role may also include</p> <ul style="list-style-type: none"> ● Maintaining the Jacob's Well website and social media platforms ● Other contributions unique to the skills, talents, and interests of the candidate
<p>Application Process</p>	<p>Submit resume and cover letter by mail or email to</p> <ul style="list-style-type: none"> ● info@jacobswell.ca ● Jacob's Well (ATTN: Amy Wilson-Roberts) 543 Powell Street, Vancouver, BC V6A 1G8 <p>Timeline:</p> <ul style="list-style-type: none"> ● Applications accepted October 10 – November 03, 2017 ● Job available immediately or by arrangement ● Suitable candidates will be invited to an interview process



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