

Immigration Partner Winnipeg – Project Manager

Position Job Description

Position Summary

The IPW Project Manager is an innovative leader, with strong facilitation and community engagement skills and a positive, collaborative approach to community, partnership and/or coalition building. The Project Manager is effective, analytical and community minded with a deep and demonstrated commitment to supporting and empowering the newcomer community and to creating a more inclusive, equitable city for immigrants, refugees and Indigenous groups.

Background

Immigration Partnership Winnipeg (IPW) is a multi-sectoral partnership hosted by the Social Planning Council of Winnipeg (SPCW). We provide a collaborative framework to facilitate the development and implementation of sustainable local solutions for the successful integration of newcomers to Winnipeg. IPW's overall goal is to support the full economic and social inclusion of newcomers. We coordinate community-level planning, facilitate communication amongst stakeholders and identify needs or gaps through consultation with community, government and newcomers themselves.

Position Expectations

- Lead IPW's Civic Engagement and Inclusion (CEI) Sector Table. This will include playing a key role in designing, developing and implementing CEI's newcomer civic engagement related activities, co-chairing the Newcomer Vaccine Awareness Working Group, supporting the Anti-Racism in Sport Campaign, and other initiatives as decided by the Sector Table.
- Lead IPW's Employment Sector Table. This will include playing a key role in designing, developing and implementing the Sector Table's work related to reducing barriers to credential recognition. Work closely with the Winnipeg Chamber of Commerce on their Newcomer Employment Hub. Coordinate the implementation of the Immigrant Work Project in partnership with the World Education Service, Success Skills, Winnipeg Chamber of Commerce and City of Winnipeg. Furthermore work on other initiatives as required by the sector table.
- Assist in writing grants, planning events etc.
- Work pro-actively with newcomer communities to identify needs, seek community buy-in, mobilize stakeholders, and work in collaboration with partners to develop, implement and incubate initiatives.



- Work closely with partners from the City of Winnipeg to develop policies, programs and trainings that create a more welcoming and inclusive city for newcomers
- Work closely with settlement sector organizations and Manitoba Association of Newcomer Serving Organizations (MANSO) to determine gaps, barriers or areas of need and work to create partnerships, initiatives, projects, campaigns, programs or policies that will address systemic barriers to integration.
- Dialogue with community and Ethnocultural groups to identify newcomer community needs and engage academic and other partners to develop responsive community based research projects and educational campaigns & resources
- Other duties as assigned.

Qualifications

- Post Secondary degree in Refugee Studies, International Development, Conflict Resolution, Community Development, Political Science, Social Work or another relevant field.
- 3-5 years' experience working in the settlement, community development or social services sector with immigrant and refugee communities.
- Experience developing, nurturing and supporting partnerships or coalitions with a diversity stakeholders.
- Demonstrated project management skills with the ability to follow a project through from incubation to evaluation.
- Strong analytical and problem solving skills.
- Demonstrated experience leading groups as a facilitator or meeting chair.
- Strong working knowledge of newcomer employment related issues, barriers and supports, including credential recognition.
- Experience designing and delivering training, doing presentations and/or running workshops.
- Deep understanding of the challenges and assets of the newcomer community in relation to settlement and long term integration.
- Experience planning small and large scale community events.
- Experience designing and implementing advocacy or awareness building campaigns.
- Experience working with various levels of government, community organizations, systems and other institutions.
- Strong oral and written communication skills, including experience with report writing, briefing notes, policy development and minute taking.
- Strong administrative and computer skills.
- Ability to work successfully with a cross-cultural team and diverse partners.
- Commitment to anti-oppression approach.

Assets

- Experience managing social media platforms as an educational or advocacy tool.
- Experience working with the media as a spokesperson or media liaison.
- Solid understanding of the social, political and cultural landscape in Winnipeg
- Direct experience working with Local Immigration Partnerships through partnerships, sector tables or other initiatives

Hours of Work

This is a full-time, 37 hours a week, position. The hours will take place primarily during regular business hours but there will be substantial evening and weekend work required. We don't pay overtime, but you can take time of in lieu of overtime

Term

This is a permanent position, beginning in August 2023. Funding is confirmed until March 2025, with a strong possibility of continuation.

Salary

The salary range for this position is \$55000- \$57,000/year with benefits.

To apply

Please send cover letter & resume with 3 references by 12:00pm July 15, 2023 to:

Reuben Garang

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