



**The Parkdale Activity-Recreation Centre:  
"A community where people rebuild their  
lives."**

1499 Queen Street West  
Toronto, ON M6R 1A3  
Phone: (416) 537-2262  
Fax: (416) 537-4159

[www.parc.on.ca](http://www.parc.on.ca)

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**BACKGROUND:** The Parkdale People's Economy, also known as the Parkdale Community Economic Development (PCED) Planning project, is a multi-year community-based economic planning and development project in Parkdale. Led by Parkdale Activity-Recreation Centre (PARC) in partnership with over 30 community partners, the project started in 2015 to develop a Parkdale Neighbourhood Plan for decent work, shared wealth, and equitable development. Through the first and second phases of the Parkdale People's Economy project, we have identified the following nine priority areas for community action and policy options: 1) Social Infrastructure; 2) Affordable Housing and Land Use; 3) Decent Work; 4) Food Security; 5) Community Financing; 6) Participatory Local Democracy; 7) Cultural Development; 8) Community Health; and 9) Interfaith. The successful candidate will support an emergent community-based research project of the Parkdale People's Economy project that aims to address the intersection of decent work and affordable housing in Parkdale. The candidate will be located at PARC, and will report to the Workforce Planning Coordinator and the South Parkdale Neighbourhood Planning Table.

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At this time, we are seeking to fill the position of:

**TITLE:** Parkdale People's Economy: Community Research Coordinator

**LOCATION:** Toronto

**POSITION TYPE:** Part-Time

**HOURS:** 22.5 hours per week with evening and weekend responsibilities expected

**TERM:** Two-year (24 months) contract

**COMPENSATION:** \$25 per hour plus benefits excluding health coverage

**DEADLINE FOR SUBMISSIONS:** March 15th, 2019 at 6pm

**ROLE AND RESPONSIBILITIES:**

The Community Research Coordinator will lead a research project aimed at analyzing precarious labour conditions that arise in the housing sector in order to create neighbourhood-based and alternative economic solutions that address the localized impact of labour, immigration, and housing policies. The Coordinator will support a team of community-based researchers to compile quantitative and qualitative data on employment conditions in the housing sector with a focus on working conditions in boarding homes, rooming houses, long-term care homes, cooperative housing, and apartment towers. The Coordinator is responsible for working in collaboration with the South Parkdale Neighbourhood Planning Table and local partners to advance relevant directions in the Parkdale Community Planning Study. Specific roles and responsibilities include (but are not limited to):

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- Plan, coordinate, and implement a community-based research project;
- Develop and facilitate key informant interviews, focus groups, and knowledge building workshops with a diverse range of community members and partner organizations across the Parkdale neighbourhood;
- Collectively establish clear pathways and partnerships towards inclusive local hiring strategies and alternative business models aimed at creating decent work in affordable housing;
- Build cross-neighbourhood/sector-wide partnerships to encourage collaboration, mutual learning opportunities, and policy development work;
- Use analyses of neighbourhood needs and assets, demographics, and labour and real estate markets to develop strategies and actions in a participatory fashion
- Work in a team setting within Parkdale's neighbourhood planning framework for equitable community and economic development; and
- Contribute to the overall documentation, reflection and learning process of Parkdale's neighbourhood planning and community economic development work.

### **Qualifications:**

- 1-3 years of experience in community-based research, popular education, resident and stakeholder engagement, and/or labour organizing;
- Demonstrated commitment to working with people of diverse socio-economic and cultural backgrounds from a strong anti-oppressive and social justice framework;
- Grounded knowledge of community-based economic development, labour market and housing policy, workforce development, and/or legal rights frameworks through post-secondary education and/or equivalent lived/work-experience;
- Demonstrated success with project coordination, partnership development, stakeholder engagement, and relationship management;
- Excellent written and verbal communication skills;
- Ability to work independently and as a part of a team;
- Ability to think strategically and link individual actions to broader goals;
- Proven organizational skills to manage competing priorities, meet deadlines under pressure, and carry projects to completion with minimum supervision;
- Sound knowledge of the housing sector in Toronto, social service organizations, neighbourhood-based initiatives to address poverty and displacement;
- Ability to speak a language relevant to the Parkdale neighbourhood is an asset (e.g. Tibetan, Tagalog, Spanish, Tamil, etc.);
- Experience in the Parkdale neighbourhood – living and/or working – is an asset.

**ABOUT PARC:** Parkdale Activity-Recreation Centre (PARC) is a multi-service agency operating various community programs and services addressing issues of poverty, mental health, substance use, homelessness and food security. PARC has been expanding its leadership role in neighbourhood planning and community-based economic development in Parkdale through various collaborative projects such as a Parkdale Neighbourhood Land Trust, the Co-op Cred program, community food procurement, and the Parkdale People's Economy.

**TO APPLY:** Please submit a cover letter and a resume by March 15th, 2019 at 6PM, with "Parkdale People's Economy: Community Research Coordinator" in the subject line, to: [mzayas@parc.on.ca](mailto:mzayas@parc.on.ca)  
Attention: Mercedes Sharpe Zayas, PARC 1499 Queen Street West Toronto, ON M6R 1A3.

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*PARC encourages applicants from all Human Rights protected groups and is committed to hiring staff members who represent multiple, diverse communities in Parkdale. Accommodation will be provided on request. While we thank all applicants, only those considered for an interview will be contacted directly.*