



About the job

Community Engagement Coordinator (St. Catharines Office)

Contract Position - Ending June 30, 2025, with Possibility of Renewal

24 hours/3 days per week

\$25/hour

The Organization

Founded in 1986, the Brain Injury Association of Niagara's mission is to maximize the quality of life for persons in the Niagara region who are living with the effects of an acquired brain injury through support, advocacy, and awareness. The Brain Injury Association of Niagara (BIAN) provides community-based support that serves Members. Our Members are individuals with unique needs arising from the effects of acquired brain injury who also have skills and abilities that can contribute to the well-being of other members and the organization. BIAN's vision is to be seen as a leader in community education around the needs/issues affecting those living with brain injury.

Job Summary

The Community Engagement Coordinator provides coordination of resources and education/awareness initiatives. The position focuses on member-centered goals and solutions to raise the profile of the Brain Injury Association of Niagara in the community by creating up-to-date resources, and hosting awareness and education workshops and events virtually and throughout the Niagara region.

This position requires an innovative and resourceful individual to encourage Member involvement while leveraging community relationships. This part-time position is based out of our office in St. Catharines, requiring regional travel and flexibility to work remotely from time to time.



Responsibilities include, but are not limited to:

- Supporting the development of digital marketing and education resources for social media and website.
- Developing and distributing marketing and education resources throughout the Niagara region.
- Acting as a resource, and facilitator, supporting and advocating for Members, their families and the Brain Injury Community.
- Providing information and education on a wide variety of topics related to brain injury, prevention, and BIAN services.
- Assisting with fundraisers and third-party events as needed.
- Attending and hosting education and awareness events.
- Reviving BIAN's Member Leadership Program and establishing a new database of volunteers.

Qualifications:

- A degree/post-secondary education in Rehabilitation Science, Social Services, Communications, Business, or Marketing.
- Minimum three years' experience within a non-profit organization, client services, social and health-related disciplines, or similar related experience.
- General knowledge of acquired brain injury and its implications.
- Demonstrated ability to build and maintain collaborative working relationships.
- Excellent communication and time management skills.
- Comprehensive knowledge of community service and support networks.
- Demonstrated computer proficiency working in MS Office, Canva, and Wix.
- Ability to travel within the Niagara region.
- A genuine passion for working within the field of acquired brain injury.



Given the essence of the Brain Injury Association of Niagara, lived acquired brain injury experience will always be considered an important criterion among the criteria that are part of any given search.

BIAN is committed to equity diversity, and inclusion in our recruitment processes. We strive to create a workplace that reflects the communities we serve, and everyone feels empowered to bring their full, authentic selves to work with a sense of belonging. We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to: Indigenous peoples, members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin; persons with visible and/or invisible (physical and/or mental) disabilities; persons who identify as women; and persons of marginalized sexual orientations, gender identities, and gender expressions.

Reasonable and appropriate accommodation will be provided during the recruitment process upon request and addressed confidentially.

We thank all applicants; however, only those under consideration will be contacted.

If you would like to make a meaningful contribution to your community, please apply directly to our LinkedIn posting or forward your resume to: rachel@bianiagara.org.