



Climate Action Learning & Leadership Coordinator

BRANCH: Learning & Engagement

Employment Type: Grant

Hours of Work: 40 hours per week

Duration: 2-3 Months

Starting Wage: \$22.00/hr.

Based on the nature of the program, which is grant funded, we strongly encourage applicants from traditionally marginalized communities, including Black, Indigenous, People of Colour (BIPOC) community members, and new Canadians.

Looking for a career with a dynamic organization that is committed to protecting wildlife? We are interested in dedicated individuals who are positive, enthusiastic, and passionate about wildlife conservation and protecting our planet.

Our Toronto Zoo is a mission-based, not-for-profit organization whose mission is connecting people, animals, and conservation science to fight extinction.

Our Toronto Zoo serves more than 1.2 million guests each year on over 500 acres and the foundation of all of our work is based on four cares:

- We care about our animals
- We care about our team
- We care about our guests
- We care about our community

We strive to have this caring culture grounded in the principles of equity, diversity, and inclusion. We commit to collaborating with our teams, guests, and community to reflect and celebrate the rich diversity of Toronto and Canada.

As a world class accredited zoo and part of the global conservation community we work with the World Association of Zoos and Aquariums and the International Union for the Conservation of Nature and collaborate with governmental agencies, conservation and science non-governmental organizations, and corporate and academic partners to share our knowledge and learn from each other to enhance our collective impact.

Role Description:

Recruiting for one position that will report to the Supervisor of Climate Action Learning & Leadership Project (CALL). This position is responsible for building and delivering a strong and sustainable program that will engage and inspire equity-deserving groups, including racialized community members, the economically disenfranchised, and new Canadian youth to take action to combat climate change. CALL will provide program participants with the knowledge and skills to create their own climate change call to action in their communities and networks, while raising awareness of career opportunities in fields related to climate change and conservation science. This position will join another CALL Coordinator, and will be responsible for developing and delivering educational programming.

The Toronto Zoo works with community partners to identify project participants and works collaboratively with community partners to ensure meaningful experience for all involved.

The CALL will engage youth in two broad programs:

- ***Building Leadership through Climate Action Internships (Ages 18 to 30)*** – 10 to 12-week paid internship for 10 participants; 2 to 4 interns per session
- ***Engaging Climate Action Champions Leadership Program (Ages 15 to 17)*** – 4-week unpaid leadership and education program for 40 youth; 10 youth per session (**completed this past July & August*)

Responsibilities:

- Working with the Supervisor of the CALL Project and/or Human Resources, develop and deliver educational programming and resources, adhering to a specific program outline, components, and curriculum, using interpretive methods to engage participants
- Lead educational tours, connecting participants with climate change knowledge related to the wildlife at the Zoo
- In collaboration with Supervisor, supports participants in the implementation of their community-based projects
- Connect with program participants to share information and to properly enroll them in the program
- Maintain a database/records of program participants and programming schedules
- Working with the Strategic Communications team develop and implement a digital strategy/communications plan to support each program and meet identified targets related to social media and community engagement goals
- Arrange for supplies to be ordered (T-shirts, snacks, lunches, other equipment, etc.)
- Monitors program expenses within specified budget
- Coordinate with other staff/partners as appropriate for any on/off-site activities
- Support/mentor program participants to implement and promote action-oriented projects at the Zoo and in their home community, including providing guidance on the use of social media platforms
- Ensure program participants are supported to actively participate and contribute in a safe and secure manner
- Working with Supervisor of the CALL project, develop and execute a program evaluation plan to assess impacts on program participants and the quality of community engagement
- Creation of marketing/communications publications and material to support climate change messaging, program, and activities
- Produce a final report of the program that can be used to influence content of future programs
- Follow appropriate health & safety protocols recognizing and reporting any hazards / concerns and maintaining clean and safe program spaces
- Other related duties as requested by Supervisor / Manager
- Completion of a satisfactory Vulnerable Sector Search required

Qualifications:

- Possess a University degree/College diploma, preferably in biology, education, or related field, or the equivalent related experience and training
- Experience delivering educational programs/experiences considered an asset
- Experience and knowledge of interpretive teaching methods an asset
- Experience in program development and implementation preferred
- Strong knowledge and demonstrated proficiency of communications and social media platforms
- Interest in conservation issues, particularly related to climate change
- A class G Driver's License, along with a good driving record, is an asset
- Familiarity with the Toronto Zoo and its wildlife/exhibits preferred
- Ability to communicate effectively, in English, both written and verbal
- Demonstrated organizational ability with attention to detail

- Must be able to work well independently and in a team
- Excellent interpersonal skills
- Ability to maintain accurate, comprehensive records
- Proficiency in and ability to learn computer applications, including Microsoft Office Suite and social media platforms
- Demonstrated awareness of and commitment to sustainable practices
- Ability to work a flexible schedule, including evenings, weekends, or holidays

If interested in being considered for this position, please click on the link below and complete the instructions on the questionnaire. You will be required to submit a resume and cover letter that clearly outlines how you meet the qualifications listed, as well as your experience and educational background no later than **4:00 pm on Friday, 2021-10-15**.

To apply click here: <https://forms.office.com/r/Nday0QAmbf>

*Please state "Application for CALL Coordinator" in the subject line of your application.

While we appreciate the interest of all applicants, only those selected for an interview will be contacted.

The Toronto Zoo provides accommodation for employees with disabilities, as defined under the Ontario Human Rights Code. If contacted for an interview, and you require specific accommodation for the interview process because of a disability or a medical need, then please advise the person contacting you of your requirements, so that arrangements can be made for the appropriate accommodations to be in place before you begin the interview process.

The Toronto Zoo respects the principles of equity, diversity and inclusion and seeks to model these principles in all that we do. We are committed to fostering an inclusive workforce where all employees feel respected, supported and valued. We strive to create an environment that represents the rich diversity of our guests and our community and encourage applications from all qualified individuals who can contribute to enhancing our commitment to equity, diversity and inclusion. Applications are especially encouraged from racialized persons/persons of colour, Indigenous/Aboriginal People of North America, persons with disabilities, LGBTQ2S persons, and women.

Please be advised the Toronto Zoo requires mandatory COVID-19 vaccinations for employees.