



♀ ST. JOHN'S WOMEN'S CENTRE
📍 MARGUERITE'S PLACE
🚶 SAFE HARBOUR OUTREACH PROJECT

170 Cashin Ave. Ext., St. John's, NL Canada A1E 3B6 | T. 709.753.0220 | F. 709.753.3817 | www.sjwomenscentre.ca

SJSOWC Advocacy Coordinator

The St. John's Status of Women Council (hereafter SJSOWC) is a feminist organization that since 1972 is continually working to achieve equality and justice through political activism, community collaboration and the creation of a safe and inclusive space for all women in the St. John's area. As an organization, the SJSOWC operates the Women's Centre, Marguerite's Place Supportive Housing Program & Safe Harbour Outreach Project. The organization's guiding principles are feminism, community, harm reduction, trauma informed holistic support, knowledge and understanding, and non-partisanship. The SJSOWC operationalizes its mission through creating a healthy work environment, safe and supporting housing for women, responsive individual advocacy, support and group programming, operating the province's first and only sex worker advocacy program, and provision of public education and awareness on the status of women in the St. John's area through political activism, written report, media and public events.

Position Scope: Research/Policy Analysis; Fund Development; Advocacy/Communications

The role is to provide support around organizational advocacy, fund development, as well as ongoing analysis, information and solution-based recommendations for gender-equitable policy and practice in St. John's and across Newfoundland and Labrador. Using a feminist, intersectional, harm-reductive, equity-focused and evidence-based approach, this position would produce analysis of up-to-date research and alternatives around current policy, informed by the ways in which poverty, racism, criminalization and social injustices intersect with gender inequity.

This position will actively increase and expand on the integration of evidence-based, culturally relevant, gender inclusive analysis into community engagement, action, advocacy and fund development through the SJSOWC. All work produced by the Advocacy Coordinator will be informed by the front-line service and programs of Marguerite's Place, the St. John's Women's Centre, and the Safe Harbour Outreach Project, through active engagement and meaningful consultation with program staff and participants.

The workload of the Advocacy Coordinator will include production of relevant documents to support lobbying and fundraising efforts by the SJSOWC. This includes research and policy analysis as well as grant seeking and proposal writing. In terms of organizational public relations and media work, the Advocacy Coordinator will directly



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support the work of the Executive Director in developing resources for briefings, statements, and advocacy positions, as well as management of the SJSOWC social media accounts.

Duties and Responsibilities:

- Conduct analyses of local, provincial and national research and public policies, programs, standards, guidelines and trends, through a gender based lens; framing critical reviews through socioeconomic experiences affecting women, non-binary and 2SLGBTQI folks, sex workers and their communities.
- Produce recommendations, policy alternatives, reports and best practices through evidence-based research and community consultation.
- Maintain up to date resources and bibliographies as they relate to policy and research on issues affecting women, non-binary and LGBTQI2S folks, sex workers and their communities.
- Develop strategies and approaches for new programs, events and initiatives.
- Provide overall support and assistance to ongoing action and advocacy within the St. John's Status of Women Council.
- Prepare briefing notes, tool kits, policy position papers and research reports to support advocacy, capacity building and program sustainability.
- Conduct community engagement opportunities, focus groups and/or interviews; ongoing and meaningful consultation with women accessing frontline services of the SJSOWC for guidance and direction based on lived experiences.
- Leverage statistics of SJSOWC programs in line with evidence-based research towards program sustainability, capacity building and accessible packages for current or potential funders.
- Engage in municipal and provincial advocacy on behalf of the St. John's Status of Women Council through engagement, education and evaluations.
- Support the Executive Director with proposal writing and fund development; co-development of a fundraising plan for the organization with short and long range goals
- Support with SJSOWC Swag/online store
- Management of SJSOWC social media accounts; co-management of website content
- Other duties as required to support the work of SJSOWC and its programs



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Qualifications:

- Degree in Gender Studies, Sociology (or other related social sciences), communications or equivalency in work or lived experience (further education such as Master's considered asset)
- Strong research and development skills
- Experience in conducting gender-based analysis; social media management; fund development
- Knowledge of Feminist Theory, Trauma Informed Approach, Anti-Racist and Anti-Oppressive Frameworks
- Proficient in Microsoft office

Hours of Work:

Monday – Friday (9-5), some evenings and weekends as required, 35 hours per week

Salary:

The salary range for this position starts at \$47,500 annually (with potential increase relevant to qualifications)

Duration:

This is a full-time, permanent position. All positions at SJSOWC are renewed annually contingent on funding.