



**Women's Health In Women's Hands**  
Community Health Centre  
2 Carlton Street, Suite 500  
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**Website Address: [www.whiwh.com](http://www.whiwh.com)**

**“We Matter” Project Coordinator  
(Full-time 1-year contract with possibility of renewal)**

WHIWH CHC provides racialized women, trans and non-binary clients from the African, Black, Caribbean, Latin American, and South Asian communities in Toronto and surrounding municipalities with culturally safe, relevant, and responsive primary healthcare. We are changemakers engaged in knowledge transfer and exchange, research, capacity building, and advocacy within and across multiple systems.

Women's Health in Women's Hands CHC is recruiting a highly motivated, professional, and dynamic individual to join the team:

**Project Description:**

WHIWH-CHC 'We Matter' Project Coordinator will deliver works to address and support access, service delivery and capacity for culturally appropriate and gender-responsive health services for young African, Caribbean and Black (ACB) womxn, non-binary, and trans youth. The goal of the project is to increase positive health outcomes for young Black womxn through the promotion of safe spaces. Funded by the Ontario Trillium Foundation, this project addresses the Youth Opportunities Fund priority outcome of safer spaces for Black Youth. Further, it is a Systems Innovation grant focused on collaboration between a wide range of service providers to highlight and amplify the current landscape of health care and its ongoing harmful outcomes for young Black womxn in order to create change.

**ACCOUNTABILITIES - KEY**

1. Mobilize data and fill in existing gaps in the understanding of young Black womxn's access to health care and identifying resources and best practices in serving Black womxn to optimize their health
2. Creating an action plan and revising work plan as needed based on outcomes from initial consultations and groundwork deliverables
3. Supporting the training of youth peers, setting strategy and monitoring progress towards shared goals
4. Leading partnership meetings and ensuring a positive work environment for all partners
5. Managing resources, including program budget and providing financial oversight
6. Attend regular meetings with Women's Health in Women's Hands Youth Community of Practice (COP) for professional development
7. Liaise with community leaders, researchers, youth and service providers to support groundwork activities
8. Building relationships between young womxn, community and larger health sectors
9. Addressing anti-Black racism in the healthcare system by meeting with providers,

organizations and policy makers to promote healthier and safer spaces for Black youth and womxn.

10. Addressing anti-Blackness within service provider and client interactions through training and competency building
11. Building tools to further support young Black womxn's access of healthcare services in Toronto and Peel region e.g. Knowledge dissemination materials e.g. service map, organizational audit tool
12. Development of promising practices document in relation to race, gender and cultural responses in health care
13. Drafting reports, knowledge tools and other resources for youth and their providers
14. Supporting the evaluation of the program with partners and OTF
15. Creating linkages amongst Black serving organizations pertaining to young womxn's supports

### **QUALIFICATIONS**

- Post-secondary education and a minimum 2 years of experience in the non-profit sector;
- In-depth knowledge and understanding of the African and Caribbean communities in Toronto;
- Knowledge of anti-black racism and its impact on the African and Caribbean communities particularly young womxn;
- Experience in service provision for African and Caribbean youth;
- In-depth understanding of services available for youth
- Awareness of anti-oppression issues (e.g. sexism, anti-choice, homophobia, trans-phobia, racism);
- Strong organizational and communication skills;
- Ability to work well with diverse groups;
- Computer literacy skills;
- Experience in report writing;
- Knowledge of womxn's health and disability issues is an asset;
- The successful candidate will be required to have/obtain a current vulnerable sector Reference Check (can be obtained upon offer of position).

### **REPORTING**

This position reports to the Director, Research and Programs

### **APPLICATION PROCESS:**

To apply for this challenging opportunity in a dynamic organization please forward your resume and cover letter with the subject line: "We Matter" Project Coordinator " to the attention of:

**Women's Health in Women's Hands Community Health Centre**  
**Human Resources Department**  
**recruitment@whiwh.com**

### **APPLICATION DEADLINE:**

Posted: May 23<sup>rd</sup>, 2023  
Closing Date: June 20<sup>th</sup>, 2023

**COMPENSATION:** The salary range based on qualification and experience is \$60,000 to \$64,000

WHIWH is committed to reflecting the diversity of the communities it serves and we strongly encourage applicants who reflect Toronto's ethnic and cultural diversity and our priority populations. We welcome and encourage applications from all qualified candidates  
WHIWH is working towards gender equity in pay

Candidates who are members of Black, Racialized and 2SLGBTQ+ communities, persons with disabilities and other equity-deserving groups are encouraged to apply and their lived experience will be taken into consideration as applicable to the position posted.

WHIWH has a Covid-19 Vaccination Policy that requires employees to take part in COVID-19 vaccination programs recommended by public health authorities, unless approved for an exemption request under the Ontario Human Rights Code. Compliance with this policy is mandatory for this position.

**We thank all applicants for their interest; however,  
only those selected for an interview will be contacted.**