



Global Citizenship National Program Coordinator

The ICN is seeking a qualified and experienced individual to join this new initiative in the role of **Global Citizenship National Program Coordinator**.

POSITION TITLE: Global Citizenship National Program Coordinator

POSITION TYPE: Full-time, 37.5hrs/week

SALARY: \$54,500. A benefit package is offered in addition to salary

REPORTS TO: Spur Program Director

LOCATION: While the ACGC office is located in Edmonton, the successful applicants may be allowed to work remotely from locations across Canada

ANTICIPATED TRAVEL: 15% travel required within Canada.

APPLICATION DEADLINE: 10 February, 2020

Background: The Inter-Council Network (ICN) is a coalition of the eight Provincial and Regional Councils for International Cooperation. The independent Councils are committed to global sustainable development, social justice and social change. They are rooted in communities across Canada and represent nearly 350 diverse civil society organizations (CSOs) from across Canada. Council membership varies from locally based cultural community civil society organizations to highly recognizable international organizations.

As part of the ICN, the Alberta Council for Global Cooperation (ACGC) aims to mobilize Albertans to become global citizens engaged in sustainable development. We do this by building the capacity of network organizations, representing members' interests with government and others, and increasing the awareness, knowledge, and connections of Albertans in global issues and sustainable development. ACGC, on behalf of the Inter-Council Network, is undertaking a capacity building initiative entitled Spur Change: Knowledge Sharing & Capacity Building, to enhance the contribution of Canadian Small and Medium Organizations (SMOs) to Canada's international development efforts towards achieving gender equality, the empowerment of women and girls, poverty reduction and the achievement of the Sustainable Development Goals (SDGs).

Reporting to the Spur Program Director, the Global Citizenship National Program Coordinator will be responsible for coordinating and implementing all global citizenship activities of the Spur Change program in accordance with Global Affairs Canada standards. The Global Citizenship Coordinator will ensure the successful implementation of capacity building on global citizenship education and youth engagement activities.

Primary Duty & Responsibilities

- Work with staff, ICN partners, and program partners to ensure the successful implementation capacity building on global citizenship education. This will include:
 - Develop, in partnership with the Spur team, the agenda and invite speakers for the educator component for the annual national conference, in line with conference themes



and budget. Assist Spur team in creating targeted communication for educators, as well as drive registration for this component.

- Provide support to subsidized Educators to participate in the annual conference.
- Collect and distribute tools and resources to promote global citizenship education in schools, with a focus on the SDGs and gender equality.
- Build an outreach strategy to engage Canadian Educators in the program.
- Other means of support to build the capacity of educators in global citizenship education as may arise from the initial consultation. This may include facilitating communication, newsletters, networking, online training, peer learning, community of practice, or other support.
- Coordinate and implement Spur's Youth Champion Program (YCP) including youth selection, providing support to participants, and program logistics. This will include:
 - Refine and implement the nomination and selection process, and the recruitment strategy, to attract SMOS and Canadian and international youth to the program.
 - Coordinate and implement all trainings including online and in-person training design and program, planning and facilitating training, and selecting and coordinating guest facilitators.
 - Support youth in sharing their experience in various communication tools and platform.
 - Support youth in carrying out any public engagement activities across Canada.
 - Develop process to engage international youth in the youth program.
 - Provide facilitation, training, and logistical support for youth and other program participants.
- In partnership with the Spur Communications Coordinator, develop and implement a comprehensive communication strategy to amplify the voices of youth program participants.
- Carry out monitoring and evaluation in line with program requirement for all youth and Educator activities.

The ideal candidate will:

- Have a minimum of 2 years' experience in the not-for-profit, public and/or private sector, with experience at a coordination level;
- Have a strong understanding and experience working in public engagement especially with youth;
- Have an experience engaging with Educators;
- Possess strong facilitation, communication, and leadership skills; ability to work in a collaborative team environment in-person and remotely;
- Strong project planning skills; ability to set goals and achieve results;
- Ability to work under pressure in a fast-paced work environment;
- Skilled in using MS Series, Google and Adobe applications; Experience using virtual webinar, team management, and stakeholder meeting technology in bilingual settings
- Fully bilingual in English and French is mandatory;
- Must be legally entitled to work in Canada.

Other preferred qualifications:



- Knowledge of, and commitment to, the international development sector in Canada;
- Knowledge of non-profit funding mechanisms and government policies;
- Understanding of the Canadian education sector and Canadian provincial curriculum;
- Experience developing and/or carrying out capacity-building activities, conferences or similar activities;
- Understanding of a human rights-based approach to development and Sustainable Development Goals.

Position Details:

- This position will report directly to the Spur Program Director and can be based at the ACGC office in Edmonton or candidate working from another location in Canada will be considered.
- ACGC is strongly committed to diversity within its community, and especially welcomes applications that may contribute to the further diversification of ideas in the workplace, including visible minority group members, Indigenous persons, persons living with disabilities, and members of under-represented gender and sexual orientation groups.

To apply:

Interested applicants must submit a cover letter, résumé, and the names of two references to employment@acgc.ca by February 10, 2020. While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.

Alberta Council for Global Cooperation (ACGC)

The Alberta Council for Global Cooperation (ACGC) is a coalition of voluntary sector organizations located in Alberta, working locally and globally to achieve sustainable human development. We are committed to international cooperation that is people-centered, democratic, just, inclusive, and respectful of the environment and indigenous cultures. We work towards ending poverty and achieving a peaceful and healthy world, with dignity and full participation for all. For more information about ACGC please visit www.acgc.ca.

The Inter-Council Network (ICN) is a coalition of the eight Provincial and Regional Councils for International Cooperation. These independent member-based Councils are committed to global social justice and social change, and represent more than 350 diverse civil society organizations (CSOs) from across Canada. The ICN provides a national forum in which the Councils collaborate for improved effectiveness and identify common priorities for collective action. Rooted in communities across Canada, we are leaders in public engagement at a local and regional level, and are recognized for bringing regional knowledge and priorities to the national level. Visit www.icn-rcc.ca