



Summer Student Position: ARAO-DEI Education Program Coordinator

The Regional Diversity Roundtable (RDR) is a federally incorporated charitable non-profit organization based in Peel Region, committed to building anti-racism anti-oppression (ARAO) - diversity equity inclusion (DEI) competency in the human services sector. RDR's objective is to institutionalize ARAO - DEI in core values, structures, workforces, policies, and services locally, nationally and globally through a collective impact framework. RDR is instrumental in shaping and developing multiple network tables with a focus on newcomers, racialized people, marginalized groups, issue- focused advocacy tables, along with guiding strategic policy development and implementation.

RDR is seeking a summer student to support the ARAO-DEI training and development needs as **Education Program Coordinator**. If you are keen to be part of structuring in-person and web-based trainings, we'd like to meet you.

Contract Period: May 10th- July 13th, Full Time position.

Apply by email to: chair@regionaldiversityroundtable.org no later than **May 5th, 2021, 5 pm**. Early resumes are welcomed.

Responsibilities

- Develop, design ARAO-DEI training modules, webinars, capacity building sessions
- Organize workshops and coordinate ARAO-DEI events, conference
- Adapting existing and developing new ARAO-DEI curriculum
- Writing ARAO-DEI focused articles/position papers
- Support in developing policies, and document current research, effective ARAO-DEI practices
- Organize digital and in person resources for presenters and participants
- Other duties as assigned

Qualifications:

- Energetic, self-starter, critical thinker, and interest in designing e-learning training sessions
- A sound understanding and commitment to diversity, equity and inclusion and its implementation in the human service sector
- Excellent interpersonal, communication, writing, and computer skills
- Understanding of diverse community needs, and engagement
- Proven ability to conduct literature and community research
- Ability to work independently and as part of a team
- Strong time management and organizing skills
- Social media literacy and proficiency is highly recommended
- Working towards Graduation/ under graduation program in ARAO-DEI, Education, Psychology, Sociology or equivalent.

Pay: Commensurate with student rate + MERC

Remote work available.

We are committed to equitable selection/hiring practices. We will make reasonable accommodations, based on any of the human rights protected grounds, to support candidates.

For more information please contact RDR at: rdr@regionaldiversityroundtable.org