

Windsor – Essex County Drug Strategy

Position Description

Title: Community Developer

Reporting Relationships:

- a) Administrative – United Way/Centraide Windsor-Essex County
- b) Project Activities/Direction – Windsor – Essex County Drug Strategy Implementation Group

Status: Temporary Contract – with full-time hours

Position Summary:

The Community Developer is responsible for bringing partners together to work on priorities/initiatives as identified by the community. There is a focus on expanding the work of the strategy in the county. The Community Developer is someone who has extensive knowledge of the stakeholders involved in reducing the harms of substance misuse/abuse and is committed to partnership development among diverse stakeholders.

Key Responsibilities and Skill Sets Required

Key Responsibilities	Skill Sets
a) Partnership Development	<ul style="list-style-type: none">• Ability to communicate clearly the goals of the Windsor-Essex County Drug Strategy• Ability to identify stakeholders who have a role to play in the strategy• Extensive knowledge of who does what in the community• Ability to facilitate the development of partnerships to further priorities and goals• Ability to reach out to non-traditional partners
b) Prevention Strategy Development	<ul style="list-style-type: none">• Understanding of root cause theory as it applies to preventing substance misuse/abuse• Understanding of prevention as it relates to youth and other population groups such as seniors• Extensive experience developing prevention initiatives
c) Harm Reduction Strategy Development	<ul style="list-style-type: none">• Full understanding and adoption of a harm reduction philosophy• Knowledge of continuum of harm reduction strategies required in the

	community
d) Public Education & Outreach	<ul style="list-style-type: none"> • Ability to develop public awareness strategies • Excellent public speaking skills including the ability to target messages to various audiences • Demonstrated media relations experience
e) Resource Development	<ul style="list-style-type: none"> • Ability to develop funding proposals • Ability to develop partnerships that will further a goal
f) Research	<ul style="list-style-type: none"> • Extensive knowledge of research principles • Ability to assist the community in identifying research opportunities • Ability to involve diverse stakeholders in the research process • Able to articulate results clearly in written format

Additional Requirements and Skills

- A university or college degree/diploma in social sciences, health, education or related field or extensive work experience in community development equivalent to the above education
- Minimum of 5 years' experience in community development including the principles of community building
- Demonstrated knowledge of systems perspective regarding substance misuse/abuse
- Demonstrated experience in project management including the achievement of set outcomes
- Critical thinking and problem solving skills
- Excellent electronic communication skills
- Access to vehicle and valid driver's license in order to travel throughout the county