

1. Position No. 80585, 81402,	2. Descriptive Working Title: PPH Community Programmer		3. Present Classification AO 1
4. Division Operations	5. Branch/section Health Services/Lower Mainland Directly Managed	6. Proposed classification	4. Date: October 17, 2018
7. Position No. of Supervisor 22046	8. Descriptive Work Title of Supervisor People, Plants & Homes Coordinator		9. Classification of Supervisor AO 3
10. Job Summary			

The People, Plants and Homes (PPH) Program supports individuals with complex needs to integrate into their community, improve their wellbeing and achieve independence and self-sufficiency through food literacy and gardening initiatives.

The Community Programmer reports to the PPH Coordinator and works as part of the PPH and Housing and Health Services team to deliver programs that promote the physical and social well-being of tenants by utilizing the practices and theories of community development, therapeutic horticulture, food literacy and sustainability. The position builds collaborative relationships with BC Housing staff, tenants and community organizations to create and deliver site-specific programs that foster healthy, active, inclusive and supportive communities.

11. DUTIES

1. Plan and deliver People, Plants & Homes Programs that promote the physical and social well-being of tenants by utilizing the practices and theories of therapeutic horticulture, food security, food literacy and sustainability.
2. Work with tenants and tenant groups to support and empower them to lead community initiatives in their housing community.
3. Assess participants' needs and evaluate PPH initiatives by gathering feedback and statistics and suggesting program changes to the PPH Coordinator.
4. Work as part of a team to manage community gardens by running workshops, assisting gardeners with garden maintenance, facilitating community meetings and managing waitlists; recommend new garden installations depending on participant interests and needs.
5. Develop relationships across departments and with service providers and stakeholders to identify opportunities for partnerships or mutual support.
6. Maintain appropriate documentation by updating electronic systems (for example statistics, contact lists and community garden waitlist) to ensure that participants receive prompt and quality service.
7. Work with the PPH team to develop and improve promotional and educational materials and resources that communicate key ideas and promote participation at events.
8. Promote PPH programs to tenants and encourage children, families, adults and seniors to participate where applicable. (Including phone calls, emails and on site engagement)
9. Keeps current on topics that affect BC Housing clients, local community issues, as well as on organic horticulture, sustainability, food security and community development best practices.
10. Participate in team meetings, training and seminars as required.
11. Work with coop students and provide guidance and support during their coop term.
12. Support BC Housing's sustainability mandate and LiveGreen initiatives.
13. Performs other related duties that do not affect the nature and scope of the position.

1. Position No. 80585, 81402,.....	2. Descriptive Working Title People, Plants & Homes Community Programmer	3. Present Classification AO 1
13. Education:		

- Post-secondary degree or diploma in a social service field
- Courses in horticulture, therapeutic horticulture and/or community development preferred
- Food Safe Level 1
- Certificate in conflict resolution preferred
- Valid Class 5 BC driver's license

14. Knowledge and Skills:

Core Competencies

- Personal Effectiveness
 - Communication
 - Results Oriented
 - Teamwork
 - Service Oriented
-
- Demonstrated ability to plan and deliver garden and food related programming.
 - Strong interpersonal skills and the ability to establish and maintain collaborative working relationships with community partners and clients.
 - Demonstrated ability to work within a collaborative team environment and across organizational departments.
 - Demonstrated ability to support individuals with multiple barriers and to assist them to develop and co-ordinate community activities and programs.
 - Demonstrated ability to work with people of diverse cultures and to provide programs and services that are culturally accessible.
 - Knowledge of current social issues that may affect BC Housing clients such as homelessness, mental health and addiction.
 - Basic knowledge of community development approaches and therapeutic horticulture.
 - Basic knowledge of different government and community organizations and the services they provide.
 - Attention to detail and strong problem-solving skills.
 - Strong oral and written communication and presentation skills.
 - Proficient in computer applications including MS Word, Excel, and Outlook.
 - Must be willing to travel and to work some evenings and weekends.
 - Have access to dependable vehicle that can transport small amounts of plants or supplies to program locations.

15. Experience:

- Two years' experience working directly with vulnerable populations or multi-barriered clients
- Experience working in an organization or program that focused on community engagement and development
- At least one year experience in a horticulture or garden related field
- Experience in farming, small scale food production and food distribution a strong asset
- Experience in light woodworking or garden bed construction an asset.
- An equivalent combination of education and experience may be considered

16. Occupational Certification

- Therapeutic Horticulture Certificate preferred