



YMCA Canada

601-1867 Yonge St
Toronto, ON
416-967-9622
ymca.ca

Manager, Advocacy & Government Relations

Term: Contract 12 - 18 months (maternity leave)

Start date: July 2018

Location: Toronto, ON (preferred)

Salary band: \$71,667 - \$89,583

ABOUT YMCA CANADA

The YMCA is a powerful association of people joined together by a shared passion to foster a sense of belonging for all. In an age of complex social challenges, the YMCA is steadfastly dedicated to building healthy communities by inviting and encouraging Canadians to join in, to give back, and to gain the connections, skills, and confidence they need to thrive.

YMCA Canada is a charity and a national office providing support to 47 YMCA Member Associations. For more than a century we've been at the heart of communities across the country, serving evolving needs and providing vital community services.

For more information please visit ymca.ca

THE POSITION:

Reporting to the SVP Advocacy, Communications, and Public Policy; the Manager, Advocacy and Government Relations will be tasked with supporting the development and implementation of the national advocacy strategy for the federation of Canadian YMCAs and YMCA-YWCAs with a focus on the government relations element of that strategy. Moreover, the position will implement the federal government relations strategy and in doing so, will coordinate with colleagues who hold provincial and local government relations responsibilities as well as YMCA subject matter experts and the YMCA Canada team.

The Manager brings a strong knowledge of federal government processes and has above-average skills in strategic thinking, critical analysis and relationship building. An ability to draw from personal experience, networks, and internal and external resources relevant to the YMCA's mission and core offering is critical to success.

Responsibilities:

National Advocacy Strategy:

- Collaborates with the SVP and team in support of the development, implementation, and evaluation of the national advocacy strategy
- Develops and delivers advocacy capacity building initiatives

Federal Government Relations:

- Supports development and implementation of the YMCA's federal government relations strategy
- Monitors and analyzes policy and legislative/regulatory matters at the federal level (and its relationship to other orders of government) which may impact YMCA programs and/or public policy priorities; communicates the risk, opportunity and probability with internal stakeholders.

*Building healthy
communities*



- Recommends positions on federal government initiatives, researches and writes speaking notes, briefing notes and backgrounders related to social policy issues and YMCA programs
- Initiates and coordinates government meetings; coordinates logistics; coordinates with YMCA Communications to produce relevant external materials; assists with invitations to governmental officials to YMCA facilities for tours, meetings and events.
- Supports and provides counsel for program or facility funding strategies; provides insight into government policy and funding priorities to support YMCA growth and retention initiatives

Administration:

- Maps key stakeholder relationships and maintains database relationship tracking
- Is responsible for the organization's compliance with the Canada's *Lobbying Act*, the Lobbying Code of Conduct, and CRA regulations governing charities and advocacy

Approach:

- Builds and maintains respectful and productive relationships with YMCA Member Associations and the YMCA Federation Development Network to build capacity and influence public policy
- Supports active stewardship of key stakeholders by YMCA senior staff and policy volunteers
- Demonstrates appropriate behaviours aligned with YMCA Canada's Purpose and Values
- Represents the YMCA in a professional manner
- Other duties as assigned

Desired Qualifications/Abilities:

- University degree in a related discipline and 3 - 5 years experience in a public policy environment
- French/English bilingualism is preferred
- Strong understanding of the public policy process and strategies for issues management
- Well-developed interpersonal and relationship building skills
- Superior writing ability, including preparation of high-quality communications materials for a variety of stakeholder audiences
- Strong initiative, planning and organizational skills
- Above average political acumen and the ability to practice discretion on confidential matters
- Tolerance for ambiguity and the ability to adapt well to a wide-range of tasks with demanding deadlines
- Must be able to work collaboratively across all levels of internal and external stakeholders and value consensus as a desired outcome
- Understanding of the charitable sector is an asset
- Ability to travel within Canada as required
- Ability to occasionally work non-standard hours as required

YMCA Canada values the diversity of people and communities and is committed to excellence and inclusion.

All interested candidates are invited to forward their resume, along with a covering letter telling us why you would be a great fit for the role, in strict confidence by Friday, May 18, 2018 to:

**General Manager, National Office, YMCA Canada
Email: jobs@ymca.ca**

Please be advised that offers of employment are contingent upon the successful completion of a Police Records Check.