



## Muslim Children's Aid & Support Services

1855 Lawrence Avenue East  
Scarborough, ON. M1R 2Y3.  
Telephone: 647-804-1393  
Email: [execdirector@muslimchildrensaid.com](mailto:execdirector@muslimchildrensaid.com)  
<https://www.muslimchildrensaid.com>

**Registered Charitable Number: 84917 8546 RR0001**

### **CANADA SUMMER JOBS 2022 PROGRAM**

**Summer Staff Positions: (1)**

**MULTICULTURALISM PROJECT OFFICER**

**Location: Greater Toronto Area**

**Term: May 23 – July 18, 2022 (maximum 8 weeks – 35 hours/week)**

**Application Deadline: Sunday, May 13, 2022 ET**

#### **About MCASS**

At Muslim Children's Aid and Support Services (MCASS), we have the vision for a just and equitable society with the full participation of Canadian Muslims. Our Mission is to be an overarching child protection and support agency for Muslim individuals and families in the Greater Toronto Area (GTA) by empowering Muslim communities to improve their familial, social and cultural well-being. We envision a healthy, equitable, inclusive and welcoming community that works together to engage with and be a responsive body to our larger community members.

#### **Job Opportunity**

The "Salaam Project" is a movement and brand that aims to advocate for Canadian-Muslim Alliances to be made within various communities and macro level sectors through the embodiment of "Salaam," a central theme in the Islamic faith. Salaam Project aims to cultivate more respectful, safe, and peaceful connections between and within communities in Canada while bringing awareness to Muslim diversity and lived experiences to combat Islamophobia, prejudice, and discrimination. The project utilizes community engagement practices to envision, embody, and encourage safe, just, and peaceful spaces for all Canadians. This goal is aligned with multicultural, equity, and diverse policies of the country.

The Multiculturalism Project Officer will have the opportunity to collaborate with the ED, other staff, volunteers, Board, MCASS partners and the community to perform research, community outreach and engagement, advocacy, strategy development, interviewing, facilitation, negotiation, event planning, report writing skills, overall communication (verbal and written), presentation skills, grant writing, time management skills, and independent and remote work with an intersectional, anti-oppressive, and trauma informed lens and approach,

#### **Skills & Experience**

- Education in Social Work, Social Services, Children & Youth or Immigrant & Settlement programs
- Fluency in English, (both written and oral); fluency in another language commonly used in Muslim communities (e.g., Arabic) would be an asset
- Experience in community outreach/engagement
- Experience in working with children and youth and with diverse communities

- Experience in event planning and fundraising would be an asset
- Strong technical skills and proficiency with social media; experience with survey tools an asset
- Strong interpersonal and communication skills and experience developing/giving presentations
- Strong organizational skills, ability to multi-task and work with competing deadlines
- High motivation, a collaborative approach to work, and a commitment to diversity/inclusion

### **Duties & Responsibilities**

- Build competency in the understanding of diverse Muslim communities
- Perform community outreach/engagement to Muslim communities
- Investigate and develop community engagement models to develop strategies for the project's goals
- Conduct focus groups to gain perspective for the projects values and goals
- Develop and conduct research to analyse and publish reports to inform policy
- Continually engage and monitor social media including preparing social media posts
- Perform event planning for community/project events
- Host, prepare and facilitate workshops, community forums, and events
- Conduct focus groups within the communities
- Capture and document information gathered and needs uncovered from community outreach
- Assist in identification of funding opportunities and the writing of grants
- Support building organizational capacity by sharing learning with the (orally, in written form and through presentations)
- Periodically report and update the team on progress

### **Compensation**

\$15.00/hour based on a 35-hour work week for a maximum of 10 weeks.

### **How to Apply**

Please send your resume and cover letter for the **Multiculturalism Project Officer** position via email to Karen Scott, Executive Director at [execdirector@muslimchildrensaid.com](mailto:execdirector@muslimchildrensaid.com) by **Friday, May 13, 2022 ET**. Please identify CSJ – Multiculturalism Project Officer the subject of your email.

MCASS is committed to Employment Equity and welcome applications from members of diverse cultural, ethnic, religious, and racialized groups, Indigenous persons, persons with disabilities, persons of diverse sexual orientations and gender identities and others with the skills and knowledge to productively engage with diverse communities.

MCASS thanks all applicants for their interest in these opportunities. However, we regret only the candidates selected for an interview will be contacted. No telephone inquiries please.