



# Career Opportunities

## Social Development Manager

📅 Posted 29-Apr-2025 (PST) | 🏢 Social Development | 💰 \$ 97580-114800 per year | ⚖️ Salary | 🏠 Full-time Permanent | ⚡ Exempt

👉 *Competitive wages, benefit and pension package. Opportunities for career development and professional advancement, including financial support for professional development. A diverse, inclusive and supportive workplace. Wellness incentives, Earned Time Off Program, flexible work environments, and Federal and BC statutory holidays.*

Penticton is a vibrant, innovative, healthy waterfront city focused on sustainability, community, and economic opportunity. At the City of Penticton, our goal is to serve our residents, businesses, and visitors through good governance, partnership, and the delivery of effective and community-focused services.

The City of Penticton is looking to fill the full-time exempt position of **Social Development Manager** in the Social Development team. The Social Development function fits within the City's Public Safety & Partnerships Division.

Reporting to the General Manager of Public Safety & Partnerships, the Social Development Manager works to enhance the community safety, health and well-being of Penticton by working collaboratively across City departments, with community partners and with diverse levels of government. In alignment with the City of Penticton's Official Community Plan, Council Priorities, the Social Development Framework, and forthcoming Community Safety and Wellbeing Plan the Social Development Manager provides corporate and community support in developing strategic partnerships to advance social, health and well-being.

The Social Development Manager uses their expert knowledge to build and influence the capacity of the social sector through convening, coordinating and working with community partners to build partnerships through a systems approach. The role requires a highly motivated and proven community leader with 5 years of progressive senior leadership experience relevant to community development, the non-profit sector and or the complex social issues related community safety, affordable housing, homelessness, mental health, childcare, food security, substance use, equity, diversity and inclusion.

This position requires a self-driven individual who will independently execute their own projects and oversee the work of others.

### Key Duties & Responsibilities:

- Manages the City's Social Development Department, including day-to-day operations, strategic planning, implementation of the Social Development Framework, grant/budget management and overseeing the Social Development Specialist.
- Supports the General Manager on a range of strategic initiatives in support of community safety and wellbeing, including data collection/analysis and report writing for a range of audiences.
- Acts as the primary liaison with community groups, agencies and other levels of government on complex social issues facing the City.
- Supports collaboration with key protective services agencies including bylaw, RCMP and fire to balance an enforcement and non-enforcement approach to public safety and social well-being.
- Works with community partners to position the community for Provincial and Federal government investments.
- Builds strong community relationships and leverages high degree of influence to build consensus among partners towards common goals.
- Liaises with non-profit agencies, local First Nations, Friendship Centres and urban Indigenous communities, senior levels of government, developers, consultants, and public community groups.
- Initiates and leads projects and initiatives which are aligned with Council Priorities as community and corporate/organizational needs and opportunities arise.
- Builds capacity of agencies, associations, community groups, departments, networks, and residents.
- Works in environments where there may be strong opinions from the public, community partners and/or others. Works to mediate such situations effectively and efficiently.
- Applies for, develops and leads grant projects, including hiring and working with consultants.
- Identifies areas of opportunity or potential problems, and initiates actions to engage with or resolve the situation.
- Promotes learning and education opportunities with staff, partners and community members.
- Prepares and delivers reports and presentations to City Council, City staff, community partners, diverse levels of government and community members.
- Manages a budget and works closely with inter-departmental partners including finance, contracts, and procurement to execute fiscal priorities.
- Acts for the General Manager of Public Safety and Partnerships as needed.
- Supervises and oversees the work of non-union staff and students.

### Required Knowledge, Abilities & Skills:

- Knowledge and understanding of the social determinants of health and the development and implementation of social policy.
- Knowledge and understanding of the 94 Calls to Action from the Truth and Reconciliation Commission of Canada, and the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP).
- Understanding and experience working within Collective Impact models.
- Uses tact and diplomacy in handling politically sensitive issues.
- Ability to facilitate difficult conversations with partners, colleagues, and community members.
- Ability to present information in both formal and informal settings to a variety of audiences including Council, public audiences, committees, partners and other levels of government.
- Can balance competing interests and expectations and use project management principles to move complex projects forward.
- Ability to identify and liaise with key players within the community, organization and general social sphere.
- Strong grant writing and management abilities.
- Ability to work in a non-routine setting, with shifting priorities and interests.
- Ability to research, collect and disseminate information on community service issues and services.
- Knowledge of community development, facilitation, systems thinking, and/or social development philosophies, practices, and processes.
- Skilled in inter-cultural communication and cultural safety.
- Familiarity with partnerships, community social well-being, accessibility, age friendliness, childcare, community safety, place-making, housing and homelessness, anti-oppressive practices, equity, diversity and inclusion, community development, mental health, substance use, and/or food security.
- Ability to initiate own self-learning and adapt to constructive feedback.
- Must be able to obtain and maintain a satisfactory Police Information Check.

### Education, Training & Experience:

- Requires a university degree in an area relevant to community development, social policy, social work, evaluation, and/or social innovation.
- 5 years of progressively senior leadership experience relevant to community development, the non-profit sector and/or the complex social issues related to affordable housing, homelessness, community safety initiatives, mental health, childcare, food security, substance use, equity, diversity and inclusion.
- Experience in inter-organizational collaboration, project management, public consultation, and facilitation.
- Budgeting experience.
- Strong writing, data analysis, and presentation skills. Experience working with people with barriers, including those with lived experience of poverty, combined with a broad perspective lens on equity, is an asset.

At the City of Penticton, we recognize that great talent and great ideas come from a variety of backgrounds. Tapping into the diversity of our community makes us all stronger and allows us to serve Penticton even better.

That's why we welcome all applicants to consider joining our team. We encourage Indigenous persons, people of colour, all genders and expressions, 2SLGBT2QIA+, persons living with disabilities, and others who reflect our ever-changing workplace to apply.

So, if your experience is close to what we're looking for, we would love a chance to talk about working with you. We welcome your cover letter and resume by **May 19, 2025.**

If you require any accommodations during the recruitment process, please contact us at [HR@penticton.ca](mailto:HR@penticton.ca), (<mailto:HR@penticton.ca>), we'd be happy to hear from you!

The noted compensation range is the span between the minimum and maximum salary for a position. In the normal course, employees will be hired, transferred or promoted between the minimum and approximately halfway of the salary range for a job with consideration given to internal equity.