



Impact Organizations of Nova Scotia

Improving Lives by Empowering Community



WORKING WITH
OUR TEAM!

Director of Learning Networks

Commitment to Team Diversity

Impact Organizations of Nova Scotia (IONS) is working toward a vision of a decolonized, just and equitable Nova Scotia and that starts with us. IONS is committed to building a staff team that reflects and values the diversity of the province. We strive to ensure a culture that supports a variety of perspectives and lived experiences. We are committed to being an intentionally inclusive, equitable employer and creating an exemplary welcoming environment.

The Director of Learning Networks will be part of the leadership team at IONS and will be integral in shaping the strategic direction of the organization. We are conscious that the current makeup of our leadership team isn't as reflective of the diversity that exists across the IONS team and Board. With this in mind, we are committed to welcoming a leader with an intersectional lens and lived experience from an equity deserving community to help guide our work in building capacity in the Community Impact Sector. In particular, we are interested in working with someone who identifies as Indigenous, Black, or Racialized and who holds a race-informed justice and equity lens. We recognize the prevalence of white leadership in the Community Impact Sector and are seeking to diversify our leadership team to help transform our work and better serve our community. We are likewise committed to ensuring that this leader is supported, their perspectives are valued, and that space is created for them to shape how we work. We are doing this by regularly reflecting on our personal and organizational practices for justice and equity, adding professional HR support to our team, receiving anti-oppressive conflict management training, and listening to and being guided by our valued partnerships and networks in various communities.

We also encourage you to self-identify in your application if you are a member of additional equity-deserving groups, such as the 2SLGBTQIA+ community or a person with a disability. If you are a member of one or more of these equity-deserving groups, we encourage you to self-identify in your cover letter and/or resume so that we may weigh your application appropriately.

Introduction

The IONS team is passionate about supporting Nova Scotia's Community Impact Sector and has a culture rooted in learning, challenging dominant ways of working, and building trust-based relationships. We engage in continuous adaptation based on our experiences and feedback, both in relation to what we offer the sector and how we work

together internally. We are committed to advancing justice and equity at an individual, organizational, and sector level.

Our team is headquartered in Halifax with the ability to support hybrid working arrangements. Our mission is to champion and build the capacity of Nova Scotia's impact organizations, moving collectively in unwavering pursuit of healthy, vibrant futures for all communities, people, the land, and living beings. To advance this work and provide leadership in the area of developing sector capacity through learning and connections, we're expanding our team with the addition of a full-time Director of Learning Networks role.

This position is suitable for someone in the mid- to later- stages of their career with experience in the Community Impact Sector and a strong sense of how to support the development of relevant learning content and communities of practice.

We can grow, learn and better serve our communities with a diversity of perspectives and lived experiences. We welcome and prioritize the unique contributions people can bring in terms of their geographic location in the province, education and lived experiences, culture, ethnicity, Indigenous status, race, spoken languages, gender identity and expression, age, religion, disability, sexual orientation and beliefs. In the spirit of reciprocity, we offer a space that welcomes non-dominant perspectives in shaping how we work and the activities we engage in so that team members can access needed supports to grow and develop, feel valued and able to participate in meaningful ways. We are intentional in our recruitment approach and encourage you to self-identify as a member of an equity-deserving group in your application.

Working with IONS

IONS currently has eleven full-time staff, ten of which are based in Halifax and one in Cape Breton. We are constantly examining how we structure and work together and are on a path toward an organizational model that prioritizes regular feedback, peer-to-peer accountability and collaborative teamwork and leadership over hierarchy. You will be joining us while we are still on this transitional path – so an interest in experimenting with new ways of working will be important! We are committed to developing a healthy workplace culture that helps to prevent burnout and have a 4-day work week.

- This is a full-time position with a dynamic and passionate team.
- We have office space in Halifax, Sydney, and are open to remote workers anywhere in Nova Scotia
- Compensation will be between \$70,000-85,000 commensurate with experience.
- A 4-day work week (Fridays off – totaling 32 hours/week with some flexibility within the working day) is part of the IONS benefits package.

- Vacation (4 weeks) and wellness days (12 per year), as well as office closure during the winter holiday period, will be part of the compensation package.
- We offer a comprehensive health plan (employees pay 50% of health and dental portion plus 100% of long-term disability) and a \$250/year wellness fund per year (prorated based on start date). Health benefits are offered at the start date.

About Impact Organizations of Nova Scotia

Located in Mi'kma'ki, Impact Organizations of Nova Scotia (IONS) connects, supports, and advocates for Nova Scotia's Community Impact Sector. Celebrating more than 10 years of promoting a healthy, sustainable sector, IONS (formerly the Community Sector Council of Nova Scotia) is one of 14 Industry Sector Councils funded by the Nova Scotia Government Department of Labour, Skills, and Immigration (LSI). Our role is to address sector workforce challenges, to build capacity within organizations, and to increase access to expertise, opportunities, and resources. IONS provides skill building and learning opportunities, network development opportunities, and supports for impact organizations.

Over the past few years, our focus has evolved and expanded to fully embrace our role championing the Community Impact Sector— voicing and amplifying the vital services and work of impact organizations. With systemic issues and major social challenges facing those living in Nova Scotia, we recognize the crucial and urgent need for a more just, equitable, and community-driven approach to re-envisioning our society. IONS is more determined than ever to highlight the need for the Community Impact Sector as a balancing force for social good and positive change.

How You will Support the IONS Team

We are seeking an individual who is passionate about purpose-driven work and takes pride in being both organized and able to contribute to a wide diversity of tasks. You will be working most closely with the Learning Networks team, the Executive Director, and the IONS Big Picture (leadership) team.

Learning networks are a form of collaboration that enables groups with common goals to cultivate connections across communities and organizations. The aim is to strengthen a whole system simply by focusing on the potential for participants to share information, learn from one another, and be responsive to issues faced. You'll be supporting the development of this critical area of work for IONS and the sector and so will need to come with an entrepreneurial mindset to identify opportunities for growth and creating valuable sector resources.

We hope to find someone who loves working collaboratively, values diversity of knowledge and viewpoints, and is solutions-oriented. You will also need to have a curiosity for systems change and an iterative approach to working

grounded in developmental evaluation and constant learning. You will be leading a team of two people to begin with, so experience supporting diverse team members is important, as well as a personal leadership philosophy grounded in helping others to develop.

What Does the Role Involve?

The Director of Learning Networks will report to the Executive Director (ED) and work closely with people across the organization. The role will include providing leadership to the Learning Networks team, consisting of a Learning Content Developer and Engagement Lead, with the possibility of growing the team over time.

The work of the Director will be focused on supporting the activities and development of this team, coordinating the implementation of IONS' activities related to learning and network building for the sector, as well as growing this body of work through the identification and pursuit of new opportunities for partnerships and funding. More specifically, the work will entail leading the development of an approach to how IONS' supports communities of practice for people working and volunteering in the Community Impact Sector; identifying opportunities for new communities of practice and supporting their facilitation; working with community and content developers to create courses and micro credentials for the sector; liaising with government partners on projects (e.g., the NS Department of Labour, Skills and Immigration); developing action plans and budgets for activities pertaining to learning and network development that align with the IONS strategy such as community roadshows and sector gatherings; and related activities as they emerge.

The percentages listed in the table below are meant to offer a high-level view of how we anticipate time in this role will be spent, but please note that this may change depending on emerging priorities.

Activity Area	Key Responsibilities
Supporting the Learning Networks team (30%)	<ul style="list-style-type: none"> • Hold regular (e.g., weekly) 1:1 meetings with team members reporting to the Director to support project management and employee development. • Hold regular Learning Networks team meetings to develop a team culture and support work flow. • Lead human resource processes pertaining to the team members such as leave tracking, formal feedback, growth and development planning, etc.
Development of IONS' learning networks portfolio of work (10%)	<ul style="list-style-type: none"> • Identify and develop new partnership and funding opportunities, including grant writing. • Provide input to funder reports for work pertaining to the Learning Networks team's activities.

	<ul style="list-style-type: none"> Participate in committees, events and meetings with the potential to inform and grow IONS' work in this area.
Delivery and support of sector capacity building activities (35%)	<ul style="list-style-type: none"> Provide project management or supporting roles to capacity building activities – for example, community “roadshows” (workshops); online course development; development of templates for sector organizations; communities of practice; large sector gatherings, etc. Facilitate and host events and communities of practice. Help shape content for learning and networking resources. Draft contracts and manage contractor relationships for service delivery.
Contributing to the Big Picture team and related activities (15%)	<ul style="list-style-type: none"> Attend weekly Big Picture (leadership) team meetings to work through emerging issues, review budget updates and ensure the organization is working effectively toward its strategic priorities. Help shape IONS' policies and procedures. Participate in IONS' annual budget planning process. Support cross-team coordination.
Internal meetings and learning (10%)	<ul style="list-style-type: none"> Lead the development of a learning strategy for the IONS team that includes group learning themes and activities. Attend weekly team meetings and facilitate as needed. Attend IONS' team retreats and other ad hoc organization-level events.

We're Hoping to Find a Dynamic and Motivated Person Who:

- Has experience leading people with intersectional identities and brings a leadership approach that brings out each person's unique gifts and skills.
- Brings a lens of trauma-informed leadership and has experience with neurodivergence.
- Has strong knowledge of the Community Impact Sector in Nova Scotia and experience working in the sector.
- Brings an existing network of people and organizations in the sector.
- Is committed to anti-racism/ anti-oppression, equity, and empowerment of equity-deserving groups.
- Is a team player who exhibits and embraces the values of IONS: courage, abundance, and trust.

With the Knowledge and Skills to:

- Support the development of content for adult learners in a variety of formats such as online courses, micro credentials, and in-person workshops.
- Experiment with diverse educational approaches and pedagogies for developing learning outcomes in adults.

- Engage with learning management systems and a diverse range of online tools including AI to design and implement learning spaces.
- Facilitate online and in-person gatherings that centre relationship development.
- Manage multiple projects simultaneously to ensure timelines and expectations are met.
- Coordinate the management of large and small events.
- Work in a MS365 environment including the use of SharePoint, Teams, Outlook and MS Office products.
- Deliver compelling presentations and write content in clear, plain language.

***We recognize that learning and knowing happens in many ways and values perspectives from lived experience, thus equivalent combinations of education and experience will be considered.**

IONS Approach to the Hiring Process

We believe that learning and knowing happens in many ways and we value perspectives from lived experience, thus equivalent combinations of education and lived experience will be considered.

The hiring process often privileges white, able-bodied, neurotypical people who can conform to Eurocentric ways of working and being. We recognize the inherent imbalance within the traditional hiring process, and that position interviews are typically very formal and structured with power dynamics leaning heavily in favour of the employer. IONS is committed to relational work, developing and supporting a workplace culture that prioritizes people.

As part of our commitments to a justice and equity focussed approach and dismantling colonial and capitalist practices, we have adjusted our hiring processes – and continue to do so – to work toward balancing the power dynamic.

Want to be a Part of Our Team? (How to Apply)

Deadline: Applications will be accepted until 11:59pm on Sunday, February 25, 2024

Interviews: Interviews will be held during the weeks of March 4-21, 2024

Start Date: As soon as possible, and ideally by early April

Submission Process: [Fill out the form here](#) to submit your application!

What You Can Expect

- Once you apply through the form, you'll receive an automated confirmation email. The IONS team will then review all applications to determine who we would like to learn more about.

- Interviews can take place virtually or in person, depending on the applicant's comfort level and accessibility needs.
- We will share interview questions in advance, so you have time to reflect and prepare.
- Applicants selected for an interview will receive a \$50 honorarium for their time.
- Any work samples requested will be from the applicant's existing portfolio rather than requesting that new work be done.
- We will ensure that all applicants are kept informed of decisions related to the process.