



JOB POSTING

DATE POSTED: NOVEMBER 18, 2020

POSTING #: 2020-64

GOVERNMENT RELATIONS & POLICY ANALYST (FULL-TIME, CONTRACT)

Eva's Initiatives for Homeless Youth provides safe shelter, supportive services and long-term solutions to youth homelessness. We believe all young people deserve safe, affordable housing, outstanding support and access to resources to help them achieve their goals.

Eva's is an organization known for taking an innovative approach to prevent and end youth homelessness. Eva's Initiatives operates three specialized shelters: Eva's Place, Eva's Satellite, and Eva's Phoenix, as well as supporting young people living in rental housing throughout the city. We work holistically with young people, providing wrap-around services and supports so they can move successfully away from homelessness.

This position reports to the Director, Public Engagement and Government Relations and is located at **Eva's Administrative Office**: 401 Richmond Street West, Suite 245, Toronto. Remote work is available for this position.

ROLE OVERVIEW

The Government Relations and Policy Analyst will be primarily accountable for supporting the development and refinement of an advocacy strategy for Eva's. This will be done by developing and maintaining a government correspondence strategy, helping to identify emerging issues, trends and opportunities for the sector by monitoring government announcements, question period, bills and proceedings at the City of Toronto and Queen's Park, and by identifying opportunities to position Eva's as thought leaders by monitoring stakeholder activities, events and reports drafting position papers, briefs, reports, and statements, compiling and analyzing existing research in support of organizational priorities.

QUALIFICATIONS

- ◆ Understanding of anti-oppression and anti-Black racism and ability to apply a solid equity and inclusion principles to government relations engagement and policy analyst work.
- ◆ An ability to use government relations and policy analysis to help Eva's engage in self-reflexive practices to support organizational change
- ◆ 1-3 years of experience working in a government or in a government relations function
- ◆ Some charitable sector knowledge and experience
- ◆ Demonstrated research skills
- ◆ Strategic thinker with strong analytical skills
- ◆ Ability to synthesize information from a variety of sources into briefings and reports.
- ◆ Excellent oral communication skills
- ◆ Ability to communicate effectively in writing.

- 📌 Ability to work under pressure.
- 📌 Advanced Excel, PowerPoint and other office software to assist with creating presentations, and submissions
- 📌 Ability to work well independently and as part of a small team
- 📌 Willingness to take on diverse responsibilities and multi-task
- 📌 Strong interpersonal communication skills and a sense of humour

APPLY

Submit a cover letter and resume in one document by **5:00pm on November 20, 2020** to hr@evas.ca. Be sure to indicate **2020-64 Government Relations & Policy Analyst** in the title. No phone calls, please.

Please note that as a condition of employment, the successful applicant must complete a Vulnerable Sector Screening Police Reference Check. Eva's would like to thank all applicants for their interest; however, only those selected for an interview will be contacted. In keeping with our ongoing efforts to represent the diversity of our community, we strongly encourage people from diverse groups to apply. In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), Eva's provides accommodation, accessible formats, and communication supports for the interview upon request.

Eva's is strongly committed to a workforce that reflects the diversity of the populations we serve. We encourage applications from all qualified individuals including applicants from all cultures, racialized communities, abilities, diverse sexual and gender identities and others who may contribute to the further diversification of ideas. We are committed to a selection process and work environment that is inclusive and barrier free.

Eva's has taken active steps to reduce the risk of transmission within our shelters, click here to learn what we are doing: <https://www.evas.ca/blog/covid-19-update/>

We acknowledge the land we occupy is the traditional territory of many nations including the Mississauga's of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now home to many diverse First Nations, Inuit and Métis peoples. We also acknowledge that Toronto is covered by Treaty 13 with the Mississauga's of the Credit and the Williams Treaty signed with multiple Mississauga's and Chippewa bands.

We also acknowledge all Treaty peoples – including those who came here as settlers – as migrants either in this generation or in generations past - and those of us who came here involuntarily, particularly forcibly dis-planted Africans, brought here as a result of the Trans-Atlantic Slave Trade and Slavery.

Eva's Initiatives for Homeless Youth

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   Connect with us @evasinitiatives