



✉ info@moyo.org
☎ 905-361-0523
📍 7700 Hurontario St #601,
Brampton, ON L6Y 4M3
www.moyo.org

Job Title: Manager, Health Promotion and Prevention Programs

Type: Full Time, 1 year contract

Salary Range: \$61,425 to \$65,000

Application Deadline: December 15th, 2023

Summary: Moyo Health and Community Services is a community and AIDS service organization (ASO) in the Peel region that provides a growing array of health promotion, education, social and support services for people living with, affected by, and at systemic risk of HIV for communities in Mississauga, Brampton, and Caledon.

We are seeking to hire a dynamic individual with expertise in leading teams and growing a health promotion portfolio, to manage our Health Promotion team and deliver high quality preventive support to 2SLGBTQ+ and other equity owed communities. This individual is also responsible for seeking out and maintaining strong relationships with community partners to build stronger and resilient communities.

Guided by a strengths-based multidisciplinary approach rooted in principles and values of inclusion, anti-racism, anti-oppression, self-determination, sex positivity, and harm reduction, this position recognizes and meaningfully promotes the voices of people with lived experience.

Duties and Responsibilities include the following:

- Program management, monitoring, and evaluation.
- Program development, implementation, and evaluation in collaboration with stakeholders, title, and rights holders.
- Leading and facilitating meetings/ group sessions.
- Staff and student supervision on a regular basis for program activities.
- Partnership engagement – establishment of new partnerships and maintaining existing partnerships.
- Program reporting
- Program budget management
- Management of social media
- Grant writing and support with fundraising



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- Administrative responsibilities including supportive supervision tracking and reporting, program data management and monitoring progress, program activity budget tracking, requisitions, and capacity development.

To be considered, you should possess the following:

- Lived experience within 2SLGBTQ+ and BIPOC communities will be considered an asset.
- Graduate degree in Public Health (MPH), Social Work (BSW, MSW) or Health Sciences (BSc, MSc, diploma) from a recognized university, OR a relevant degree or postsecondary diploma coupled with extensive knowledge of HIV/AIDS, Sexually Transmitted Infections prevention and significant experience working in the Non-Profit Sector.
- A demonstrated commitment to health equity and working with equity owed communities and incorporating Social Determinants of Health into programs policies and community practices advocating for; 2S and LGBTQ+ folks, racialized communities, folks living with chronic diseases, substance users, etc.
- Five years of experience in staff and team management (supportive supervision), program planning, implementation, and evaluation (development of evaluation frameworks and tools).
- Training and/or extensive experience in community development, adult education, program development principles and practice an asset.
- An appropriate level of proficiency in the principles and practices of sexual health promotion, stigma and discrimination.
- Demonstrated ability to coach, mentor and supervise staff and volunteers with excellent personal and professional boundaries.
- Ability to exercise tact, diplomacy and respect when communicating with Moyo HCS stakeholders and external contacts.
- Ability to represent the agency and its service users effectively to the community and other service providers in a professional manner.
- Meticulous attention to details, ability to prepare standard reports, forms, program statistics, and facilitate meetings.
- Ability to handle conflicting priorities, complete tasks, reports and program activities on time.
- Passion for nurturing community participation and modelling effective leadership.
- Well-developed, analytical decision-making, problem solving and organizational skills.
- Enthusiastic about and skilled in using social media platforms/apps (Facebook, Twitter, Instagram, YouTube, etc.) and web-based communication platforms.



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- Expertise in Microsoft Office Suite.
- Ability to work outside regular working hours as required (evening and weekends at times).
- Strong English communication skills (verbal and written), additional language proficiencies are considered an asset.

Program Travel is required for this job; therefore, candidate must have a valid Driver's License, insurance, and access to a vehicle OR access to other forms of transportation to attend meetings and events as required. Candidate must also possess excellent time management and organizational skills with flexibility to work occasional evenings and weekends.

Moyo Health and Community Services is committed to employment equity and encourages applications from persons with lived and living experiences including individuals living with HIV/AIDS, racialized individuals, members of the 2S and LGBTQ+ communities, differently abled and people with culturally diverse backgrounds. Please note that disclosure of any of the identities mentioned above is not required.

What's in it for you?

- In addition to vacation allowances, we offer a comprehensive benefits package, including health, dental, vision upon successful completion of your probationary period.
- A flexible, trust-based environment that invests in staff well-being and in a holistic way.
- A chance to contribute to the growth of an aspirational organization and add to the culture and diversity of our growing team while making a significant impact on the sexual health and well-being of our communities.
- Working for an organization that is committed to sex-positive, anti-racist, anti-oppressive work and is invested in your personal and professional growth.
- Opportunity to extend contract beyond 1 year pending organizational funding/capacity

How to Apply

Please apply by emailing sandeeps@moyohcs.ca with the subject line: "Manager, Health Promotion and Prevention Programs". Please include your resume and cover letter in one document tailored to the job requirements.



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Applications will be reviewed on an ongoing basis and may be closed if a suitable candidate is found before the stated closing date of **December 15th, 2023**. We thank all applicants for their interest in this position. However, only candidates selected for an interview will be contacted.