



**CALGARY
FOUNDATION**
FOR COMMUNITY, FOREVER

RACIAL EQUITY STRATEGY ASSOCIATE
FULL-TIME (37.5 hours per week)
Salary \$69-\$76k

WHO WE ARE:

Since 1955, Calgary Foundation (“Foundation”) has been nurturing a healthy, vibrant, giving, and caring community. As a community foundation made up of 40+ staff members and 80 committee volunteers, we facilitate collaborative philanthropy by making powerful connections between donors and community organizations for the long-term benefit of Calgary and area.

Calgary is a strong and vibrant community with a rich diversity of people. Our community is stronger because of this diversity, and we recognize that racism and other forms of systemic inequities based on ability, age, education, ethnicity, gender identity and expression, sexual orientation, religion, and many others exist and must be addressed to make Calgary Foundation and our community even stronger. Organizations are stronger and the work they do is more effective with a diverse team. We are committed to actively seeking this diversity of lived experience and to creating an organizational culture where diverse peoples – staff, volunteers, and board – can raise their perspectives authentically and for those voices to matter and impact decisions.

The Foundation has committed to active reconciliation in accordance with the Truth and Reconciliation Commission (TRC) 94 calls to action and United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) as an important and integrated part of our culture. Our reconciliation and racial equity journey is intentional, with meaningful participation from all team members both collaboratively and as individuals.

OUR VALUES ARE:

Accountability – We are answerable to the community and our stakeholders for our practices and results.

Compassion – We care about people and consider individual and community wellbeing.

Excellence – We aspire to exceptional performance and are committed to best practices.

Inclusiveness – We embrace diverse knowledge, backgrounds and perspectives and encourage collaborative communities.

Integrity – We are trustworthy, honest, reliable, and ethical.

WHAT WE ARE LOOKING FOR:

The Racial Equity Strategy Associate will help to guide the Calgary Foundation through an ongoing journey towards a Racial Equity Culture, as one that is focused on proactive counteraction of race inequities inside and outside an organization. The Calgary Foundation's racial equity journey closely intersects and builds on our Reconciliation Journey. This position participates in foundation-wide planning, and evaluation. This person will contribute to the mission of the Foundation by building knowledge of community, engaging citizens in community building, inspiring philanthropy through stories of impact, specifically to extend the benefits of the Foundation's work to racialized people in our community.

WHAT YOU WILL BE DOING:

Learning

Help to design and facilitate training and learning experiences for Calgary Foundation staff, volunteers, and other stakeholders towards creating a Racial Equity Culture at the Foundation. Convene community conversations and learning experiences to advance racial equity in Calgary and area. The Associate will be comfortable with public speaking and speaking to truth for transformative change.

Strengthening Relationships and Community Engagement

The Associate will facilitate strengthening of relationships between the Calgary Foundation and equity-seeking communities. The Associate is a strong listener and will build a robust network of partnerships across the organization and community to achieve DEI goals. Represent the Foundation externally to various community stakeholders, funder and granting groups, strengthening relationships with and the profile of the Calgary Foundation. Experience being grounded in community.

Strategy

The Associate helps to lead Calgary Foundation's commitment and strategy to be a diverse, anti-racist, equitable, and inclusive organization. The Associate is responsible for setting and implementing an overarching vision of diversity, equity, and inclusion (DEI) for Calgary Foundation that works to eliminate systemic organizational marginalization and promotes inclusion and anti-racist practices that will be evidenced through our structures, customs, and leadership. It is understood that this work is still new, and she/he/they has a desire to be creative in mobilizing our work towards racial equity.

Organizational Change

The Associate shapes Calgary Foundation's equity strategy and guides our efforts; they hold up a mirror to our organization, they support our efforts to improve, and they also hold us accountable when we fail. The Associate works collaboratively with a variety of teams utilizing developed coaching skills.

OUTPUTS:

- Co-leads with the VP Indigenous Relations & Equity Strategy, the Calgary Foundation's Racial Equity Working Group in developing and driving CF's Equity Strategy, supporting all programs in building their equity practice and culture
- Co-leads with a variety of stakeholders, the Racial Equity Community of Practice seasonal gatherings.
- Collaborate with consultants and Calgary Foundation team and the Calgary Foundation Racial Equity Working Group to implement the recommendations following a racial equity audit of the organization.
- Defining – rooted in research, best practice, and community voice – an equity identity and lens, and what our vision of success is for applying them to all that we do
- Collaborates with the Calgary Foundation team and community experts to develop learning experiences and training.
- Partner with Calgary Foundation teams to examine our policies, procedures and practices and identify what needs to evolve, be changed, or initiated.
- Stay abreast of research and best practices in equity and inclusion, particularly in philanthropy, and infuse/adapt it to CF culture and practice.
- Develop communication systems to share best practices, highlight bright spots, and keep staff apprised of key initiatives and activities.
- Partner with the Communications team to communicate our commitment, our practices, our accomplishments, and our learnings more broadly.
- Ensuring that our organizational plans are fully reflective of and inspired by an equity lens and reflect our equity identity.
- Prepare quarterly strategic and business dashboard data related to this portfolio
- Reports on the impact of this work.

WHAT YOU BRING (Skills and Experience):

- Progressive, professional experience in grassroots leadership, entrepreneurship, African/Black/racialized Canadian History, nonprofit leadership, or a related field;
- An education credential with ideally a concentration on community development, reconciliation, Canadian history with a focus on nonprofit/charity, or a related concentration; or demonstrated work experience in this space;
- Experience in nonprofit sector – either in project management or programming – grassroots strategy, community development, cross-sector partnerships, team development;
- An understanding of the cultural landscape for racialized people in Canada and the importance that cultural spaces play in our collective well-being

WHAT SUCCESS LOOKS LIKE:

The Calgary Foundation is considered a local, regional, national, and international leader in community building and philanthropy. The Foundation has recognized that Indigenous, Black, and other racialized individuals living in Calgary face disproportionate barriers and share less in the success of living in this

community. As a result of this position, the Foundation will extend its work to build a community where ALL belong, to better include Indigenous, Black, and other racialized people. As a result of the contribution made by this position, the Foundation will form a new and more meaningful relationship with racialized communities.

WHY WORK AT CALGARY FOUNDATION:

You seek a career with purpose. You have a passion to build a healthy and vibrant community where everyone belongs. You thrive with challenging work and value a culture of collaboration, professionalism, and mutual respect.

Calgary Foundation is an equitable employer, and we encourage applications from members of groups who face historical and/or current barriers to equity. We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our community.

HOW TO APPLY:

Interested candidates are encouraged to submit, via email, a resume and cover letter in PDF format to Tracy Maracle, Vice President, Governance & Human Resources to email:

careers@calgaryfoundation.org. This position will remain open until the successful candidate is found.

In addition to salary, a comprehensive benefits package, participation in a matching RRSP program, and a hybrid work environment are also offered. We thank all applicants for their interest, but only those selected for an interview will be contacted. For information regarding the Calgary Foundation please visit calgaryfoundation.org.