

## Social Development Coordinator 2018-2019 WORK PLAN

| <b>Objective 1. Facilitate communication and collaboration amongst and between City of Revelstoke and community organizations to support them to work together on community social challenges and opportunities.</b>   |               |
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| <b>Activities</b>  | <b>Status</b> |
| Field questions from City of Revelstoke staff, community organizations and social sector staff regarding new and ongoing social challenges and issues  |               |
| Provide support and guidance as necessary to the Social Development Committee meetings, gather feedback from Social Development Committee regarding new and ongoing social challenges and issues   |               |
| Attend meetings and meet with social sector representatives and groups on a regular basis to identify common trends, goals and priorities for action within social sector, including but not limited to: <ol style="list-style-type: none"> <li>1. Poverty Reduction Working Group</li> <li>2. Early Childhood Development Committee, Early Years Centre Steering Committee</li> <li>3. Revelstoke Literacy Action Committee, Financial Literacy Subcommittee</li> <li>4. Welcome Week Planning Committee</li> <li>5. Seniors' Volunteer Coordinator Steering Committee</li> <li>6. City Advisory Committee on Health</li> <li>7. City Youth Advisory Committee, Youth Initiative Group, Youth Access Fund subcommittee</li> <li>8. Child &amp; Youth Mental Health &amp; Substance Use Collaborative, Project Lead Steering Committee</li> <li>9. OC Advisory Committee, OC Community Partnership Table</li> <li>10. Revelstoke Community Housing Society</li> <li>11. Transit Committee</li> <li>12. Screen Smart Committee</li> </ol> |               |
| Act as a liaison between City of Revelstoke staff and community organizations that have a social focus   |               |
| Organize and provide support for social sector training/learning events on key social issues   |               |
| Host meetings to promote interagency communication, networking and learning  |               |
| Facilitate stakeholder participation in community-wide initiatives & events  |               |

**Objective 2. Provide leadership and guidance with regards to the implementation and continued development of the City's social development policies (ICSP, OCP, other social development policies, etc.)**

| <b>Activities</b>  | <b>Status</b> |
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| Provide support and guidance for the social goals of the OCP update as needed and requested  |               |
| Review City policies and bylaws, prepare draft policies and make recommendations regarding policies that address key community social priorities including but not limited to: <ul style="list-style-type: none"> <li>• Affordable/ Attainable Housing Options</li> <li>• Poverty Reduction Strategies</li> <li>• Social Inclusion Strategies</li> <li>• Amenity contribution Policies</li> <li>• Cost of Living Analysis</li> <li>• Health Policies</li> <li>• Public Participation Policies</li> </ul> |               |
| Develop and present research for use in policy and administrative decision making as requested   |               |
| Bi-Annually track progress and update ICSP Social Goals and Priorities to ensure continued community alignment   |               |
| Analyze, interpret and comment on provincial and federal regulations and policies  |               |

**Objective 3. Support action on high priority social projects as identified in the ICSP and ICSP Updates.**

| <b>A. Provide ongoing and active support for growing and emerging areas of concern:</b>  | <b>Status</b> |
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| <p><i>Mental Health &amp; Substance Use</i></p> <ol style="list-style-type: none"> <li>1. Continue to support Child &amp; Youth Mental Health &amp; Substance Use Collaborative Local Action Team</li> <li>2. Explore ways to work together with others to build awareness of mental health challenges &amp; decrease stigma to accessing mental health services in the community.</li> <li>3. Continue to support training for service providers around mental health &amp; addictions – including community response to opioid overdose</li> </ol>                     |               |
| <p><i>Housing</i></p> <ol style="list-style-type: none"> <li>1. Complete addendum for City of Revelstoke Housing Needs Assessment</li> <li>2. Support the City to complete a Housing Strategy; participate on project steering committee as needed</li> <li>3. Support Revelstoke Women’s Shelter to deliver BC Housing’s Winter Shelter Program for winter 2019/2020</li> <li>4. Continue to review and research affordable housing policies and options, and provide input on the development of related City of Revelstoke policies, procedures and bylaws</li> </ol> |               |
| <p><i>Poverty Reduction</i></p> <ol style="list-style-type: none"> <li>1. Coordinate and support the Poverty Reduction Working Group</li> <li>2. Complete update of the Poverty Reduction Strategy</li> <li>3. Research and provide City and social sector with recommendations regarding poverty reduction strategies and policies</li> <li>4. Ensure deliverables of Vancouver Foundation “Pathways out of Poverty” project funding are met</li> <li>5. Continue to work with regional and provincial partners on poverty reduction strategies</li> </ol>              |               |
| <p><i>Diversity and inclusion</i></p> <ol style="list-style-type: none"> <li>1. Coordinate “Welcome Week – Connecting Newcomers and the Community”</li> </ol>  |               |
| <p><b>B. Maintain an assistance role in the following established areas:</b></p>   |               |
| <p><i>Seniors and Age-Friendly Planning</i></p> <ol style="list-style-type: none"> <li>1. Continue to monitor and support the implementation of recommended actions in the Age-Friendly Plan</li> <li>2. Apply for Age-Friendly Planning Funding (October 2019) to prepare for an update in 2020</li> </ol>  |               |
| <p><i>Youth</i></p> <ol style="list-style-type: none"> <li>1. Attend and provide input to Youth Advisory Committee &amp; Youth Initiative as needed and requested</li> </ol>   |               |
| <p><i>Healthy Communities</i></p> <ol style="list-style-type: none"> <li>1. Support Health Advisory Committee as needed</li> </ol>   |               |

| <b>Objective 4. Help support and strengthen new and existing social sector organizations and collaboratives as outlined by Council goals and objectives.</b>                                       |               |
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| <b>Activities</b>  | <b>Status</b> |
| Connect new and existing social organizations and groups with governance support as needed   |               |
| Ensure new and existing groups are working with accurate information sources   |               |
| Keep abreast of capacity-building and key funding opportunities & communicate these to appropriate groups or organizations; provide support for applications and proposals as needed and requested |               |

| <b>Objective 5. Communicate social issues and information within the community and externally.</b>  |               |
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| <b>Activities</b>   | <b>Status</b> |
| Support City Administration with communications regarding social development issues, challenges and opportunities   |               |
| Continue to maintain <a href="http://www.revelstokesocialdevelopment.org">www.revelstokesocialdevelopment.org</a>   |               |
| Continue to update <a href="http://www.revelstokelife.ca">www.revelstokelife.ca</a> as needed and requested; work with community partners to market and evaluate the site |               |
| Provide point of contact & answer requests (local and out-of-town) for information about social conditions, the social sector and social planning                         |               |
| Provide information and give presentations on key social development resources and challenges at community-wide events (on an as needed and request basis)                |               |