

City of Revelstoke Social Development Coordinator 2017-2018 WORK PLAN

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.

Activities	Status
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	
Meet with social sector representatives and groups on a regular basis to identify common trends, goals and priorities for action within social sector	
Act as a liaison between City of Revelstoke staff and community organizations	
Keep abreast of capacity-building and key funding opportunities & communicate these to appropriate groups or organizations	
Attend meetings of social sector organizations and groups as needed and requested	
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	
Respond to requests from Council and City Staff regarding social goals and issues as needed	

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.)

Activities	Status
Review City policies and bylaws, prepare draft policies and make recommendations regarding policies that address key community priorities including but not limited to: <ul style="list-style-type: none"> • Affordable/ Attainable Housing Options • Poverty Reduction Strategies • Social Inclusion Strategies • Amenity contribution Policies • Cost of Living Analysis • Health Policies • Public Participation Policies 	
Develops and presents research for use in policy and administrative decision making	

Bi-Annually update ICSP Goals and Priorities to ensure continued community alignment	
Liaise with Environmental Coordinator to track and report on baseline indicators for ICSP social goals	
Analyse, interpret and comment on provincial and federal regulations and policies	

Objective 3. Support action on high priority social projects, linking community needs with council objectives

A. Provide ongoing and active support for growing and emerging areas of concern:	Status
<p><i>Mental Health & Substance Use</i></p> <ol style="list-style-type: none"> 1. Continue to support Child & Youth Mental Health & Substance Use Collaborative Local Action Team 2. Deliver “Together We Can – supporting a new approach to substance use education” project 3. Explore ways to work together with others to build awareness of mental health challenges & decrease stigma to accessing mental health services in the community. 4. Continue to support training for service providers around mental health & addictions 	
<p><i>Housing</i></p> <ol style="list-style-type: none"> 1. Support the City through review and research on affordable housing policies and options 2. Support the efforts of the City to complete a housing needs assessment 	
<p><i>Poverty Reduction Strategy</i></p> <ol style="list-style-type: none"> 1. Coordinate and support the Poverty Reduction Working Group 2. Research and provide City and social sector with recommendations regarding poverty reduction strategies and policies 3. Continue to work with community partners to improve access to emergency housing 4. Continue to work with regional and provincial partners on poverty reduction strategies 	
<p>B. Maintain an Assistance role in the following established areas:</p>	
<p><i>Seniors and Age-Friendly Planning</i></p> <ol style="list-style-type: none"> 1. Continue to monitor and support the implementation of recommended actions in the Age-Friendly Plan 	
<p><i>Youth</i></p> <ol style="list-style-type: none"> 1. Attend and provide input to Youth Advisory Committee & Youth Initiative as needed and requested 	
<p><i>Diversity and inclusion</i></p> <ul style="list-style-type: none"> • Build capacity to coordinate “Welcome Week – Connecting Newcomers and the Community” • Continue to support Safe Spaces Society • Review www.welcometorevelstoke.org • Newcomer’s guide • Support Multicultural Society as needed 	
<p><i>Healthy Communities</i></p> <ul style="list-style-type: none"> • Support Health Advisory Committee as needed 	

Objective 4. Help support and strengthen new and existing social sector organizations and collaboratives as outlined by council goals and objectives.

Activites	Status
Connect new and existing social organizations and groups with governance support as needed	
Ensure new and existing groups are working with accurate information sources	

Objective 5. Support the communication of social issues and information within the community and externally.

Activities	Status
Support Information Officer with communications regarding social development issues, challenges and opportunities	
Work with the Director of Economic Development to review www.revelstokesocialdevelopment.org and make recommendations about its future	
Update and distribute Directory of Social Services for Revelstoke and Area	
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)	