



## Senior Community Food Coordinator

### VALUING LIVED EXPERIENCES

EAC's vision is of a just and vibrant world of respect, belonging and ecological resilience. As a team we are working to decolonize, further equity and dismantle the harmful systems at the root of the interconnected crises of environment and justice that we tackle every day. We strive to bring an equity lens to all that we do including by building a strong and diverse team.

We encourage applications from individuals from equity-deserving groups including, but not limited to: African Nova Scotian and other racialized people, Mi'kmaq and other Indigenous people, lesbian, bisexual, gay, transgender and queer people, and persons with disabilities. If you are a member of an equity-deserving group, and feel comfortable doing so, we encourage you to self-identify in your cover letter or application. We prioritize diversity in our selection process.

### ABOUT US

The Ecology Action Centre (EAC) is a fierce and creative environmental charity based in Mi'kma'ki/Nova Scotia. Since 1971, we have proudly tackled critical environmental issues from biodiversity protection to climate change to environmental justice. Grounded in community, we act as a watchdog, convenor, mobilizer and incubator, taking a holistic approach to the environment and the creation of a just and vibrant world.

We strive to promote a diverse and inclusive organizational culture that emphasizes collaboration, caring, quality work, and real impact. We value our members, volunteers, employees, and partners and strive to create a space of respect, belonging and resilience.

We have a team of passionate and determined people who share ideas and inspire others to create systemic change in the face of urgent, complex environmental issues.

### ABOUT YOU

You are passionate about Food Justice with strong relationship-building skills and the ability to turn vision into action. You are adept at partnership, coalition and community building and excel at creating a collaborative environment that promotes communication, collaboration, and a caring team spirit.



## ABOUT THE ROLE

The Senior Community Food Coordinator is responsible for growing relationships with and between diverse organizations, businesses, and researchers in the Halifax and Nova Scotian food system in order to create a mutually supportive and interconnected food community in HRM that can work together to transform the food system. More specifically the Senior Coordinator is responsible for:

- Supporting the Halifax Food Council (HFC) and ensuring shared leadership and collaborative relationships within the HFC through both culture and systems development;
- Shaping, supporting and expanding the work of the Halifax Food Council as it works towards the objectives of the JustFood Action Plan;
- Ensuring strong connections to diverse food sector actors in order to link food policy and action within the Halifax food security context.

The Senior Community Food Coordinator works in a collaborative, impact-oriented environment with the HFC members as well as other EAC colleagues and community, public, and private sector partners.

The HFC is an unincorporated collaborative initiative nested within the Ecology Action Centre (EAC). HFC operates within and in partnership with EAC but has its own guiding principles and governance structures.

### **Key Responsibilities**

#### *Co-Leadership:*

- Growing supportive relationships with and between diverse organizations, businesses, and researchers in the food system.
- Acting as a convenor or instigator for multi-organizational partnerships and conversations related to community food by exploring and articulating opportunities, building relationships, recruiting members, providing strategic leadership, organizing and facilitating meetings.
- Identifying strategic project/campaign/funding opportunities related to the HFC team's projects, as well as other projects that help to meet with goals and priorities of the JustFood Action Plan.
- Protecting and enhancing HFC's reputation as an actor in various coalitions and partnerships by acting with integrity, accountability, and remaining true to HFC's values.
- Helping to ensure that equity is centred in the work of the HFC.



- Supporting the development and management of project budgets.

*Community & Stakeholder Engagement:*

- Establishing and growing partnerships with organizations, institutions, and people in communities that are needed for program development, research deliverables, and participant recruitment.
- Establishing relationships and engagement strategies in support of ongoing funding for the HFC.
- Establishing relationships and engagement strategies to ensure project opportunities are of interest to and taken up by participants from diverse communities.
- Creating outreach and recruitment materials.
- Contributing to HFC's public communications efforts on community food security and responding to media inquiries as appropriate.
- Engaging and supporting volunteers.

*Evaluation, Research and Report Writing:*

- Supporting the development of relevant HFC documents and frameworks, such as the evaluation framework.
- Pursuing and advancing research partnerships that enhance food system data collection.
- Supporting timely and accurate reporting.

Other duties as required.

**WHY YOU SHOULD APPLY**

Even if you don't have all the requirements listed in this position, you may be the right candidate. If you are a natural leader with a passion for relationship building, food justice, and food policy, we want to hear from you. Apply and tell us what you'd bring to the team.

**WHAT YOU BRING**

- Three to five years' experience in project leadership and implementation.
- Clear knowledge of community-based food system work.
- Experience working with non-profit and community organizations.
- Strategic relational skills that function to connect actors across sectors and regions.
- Proven skills as a relationship builder and talented at creating strong networks.
- Excellent interpersonal skills and previous team lead/supervisory experience.
- Experience in community engagement and development, including group facilitation, nonprofit governance processes, and meeting and event hosting.



- A deep and abiding commitment to equity, diversity, and inclusion in all its forms, and a cultivated ability to apply an anti-oppressive lens and framework to community development, project management, program design and delivery, and relationship building and repair.
- Proven commitment to centering equity, including with African-Nova Scotian and Mi'kmaq communities.
- Strong decision-making skills, based on an ability to gather and analyze the information needed to understand and resolve problems.
- An ability to get creative and innovate.
- Experience in project implementation, report writing, and data analysis.
- Strong organizational and priority settings skills.
- A proactive approach to funding and grant writing initiatives to support the advancement of community food security work.

Other skills and experience considered an asset:

- Background and/or education in environmental studies, agriculture, community development or a related field.
- Experience with complex adaptive systems thinking and practice.
- Entrepreneurial experience.

#### **TERMS OF EMPLOYMENT:**

- Full Time, Fixed Term (December 2025-May 2026) with the possibility of renewal contingent on funding;  
4-day, 30 hr work week, Monday - Thursday with some flexibility in the workday. [Find out more about our 4-day work week here](#)
- Remuneration: \$37-\$40/hr commensurate with experience, 4% vacation pay
- Hybrid work environment requiring 1-2 days a week at our office in Halifax's North End.

#### **TO APPLY**

Please submit your resume and cover letter [here](#). The closing date is Wednesday, November 5, 2025.

We thank everyone who applied; however, we will only be contacting those who will be interviewed.