



# INTERNAL & EXTERNAL JOB POSTING

May 9, 2022

## **Program Manager – Paisley - Main Street Placemaking (Temporary part-time \*5 to 20 hours a week 2022/2023)**

In the spring of 2022, the County of Bruce commenced the replacement of the Teeswater River/Main Street Bridge in Paisley. This project is scheduled to be completed by the fall of 2023. To assist in reducing the impacts of this two (2) year construction project on residents and businesses the municipality is looking for opportunities to provide enhancement marketing and programming in the Community. The Municipality is looking to retain the assistance of a Program Manager to develop a Placemaking Strategy to assist in the delivery of these services.

***Placemaking is a process where people work together to reimagine and reshape their community, in order to strengthen feelings of connection and spur economic activity. Placemaking capitalizes on a local community's assets and builds off the unique personality, history, and qualities of a place. It requires looking at, listening to, and asking questions of the people who live and work in that place to discover their needs and aspirations.***

### **PROJECT DUTIES:**

1. Development of a strategy that reimagines and reshapes public space.
2. Offering diverse programming throughout the summer in three (3) hubs in the downtown core with a focus on Queen Street: Community Square, closed section of road in front of Community Centre, Willow Creek Park, or other locations.
3. Assist in offering programming to give all residents the opportunity to share input and ideas into the future development of Paisley through the process of creating a Placemaking Strategy.
4. Developing hubs that will provide spaces to enjoy community events during the major bridge construction project, while also serving the purpose to gather input and provide collaboration opportunities in the process of developing the strategy.
5. Project Manager will manage these spaces and provide programming Summer 2022 to Fall 2023 - FUN AND INTERACTIVE PROGRAMMING - outdoor games, musicians, art classes, book readings, youth programs, walking tours, outdoor yoga etc.
6. Program Manager will engage with the community and youth volunteers to gather information to assist with the development of the Placemaking Strategy.

7. Fall 2022/Winter 2023 - the local youth council in conjunction with Toronto Metropolitan University/Ryerson University's School of Urban and Regional Planning students to compile the information gathered into a long-term community design that will capitalize on the unique character of the community, promote collaboration, create sustainable change, spur economic activity and provide economic and social benefits for diverse groups in Paisley.

## **PARTNERSHIPS:**

### **The Program Manager will liaise with the following groups:**

- Trinity Theatre - Key partner in organization and training of youth volunteers, support with information gathering efforts, guidance on connecting with equity seeking groups, sharing of social scans and resource mapping to assist with development of strategy
- Paisley and District Chamber of Commerce- Assistance with project promotion and connecting with business owners
- Paisley Artscape Society- Support for offering programming in community hubs and key player in project promotion
- Arran-Elderslie Youth Council- Key partner in organization and training of youth volunteers and sharing of youth gathered resources to assist with strategy development
- Toronto Metropolitan University/Ryerson University - School of Urban and Regional Planning- This project will offer students a learning opportunity for students through a studio project. The students will gain additional experience working with Trinity Theatre, the Arran-Elderslie Youth Council and the Municipality

## **KNOWLEDGE & SKILLS**

- Familiarity with the Village of Paisley
- A team leader with a positive attitude.
- Good organization and communication skills with staff and the public.
- Physically capable of multi-tasking and varied working conditions, inclement weather and tight deadlines.

## **HOURS OF WORK**

This is a temporary part-time position, and may include weekends and evenings as required. Work hours 5-20 hours per week as the discretion of the Municipality. Position would terminate at end of 2023. Wage \$25.98 per hour - 2022

Qualified applicants are invited to submit a cover letter, resume and references, marked **"Private and Confidential-Program Manager – Placemaking Program"** by regular mail, personal delivery or e-mail no later than Friday, May 13, 2022 at 4:30pm to Human Resources, Municipality of Arran-Elderslie, 1925 Bruce Road 10, P.O. Box 70, Chesley, Ontario N0G 1L0 or Email: [HR@Arran-Elderslie.ca](mailto:HR@Arran-Elderslie.ca)

*We thank all applicants who apply for the position, but only those candidates selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act 2001 and will only be used for candidate selection. We are an equal opportunity employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, the Municipality of Arran-Elderslie will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform the Municipality of any accommodations(s) that you may require in respect of any materials or processes used to ensure your equal participation.*