



July 15, 2022

**Planning Coordinator**

Part Time, Permanent - Independent Contract (14 hours/week)

Remote and Flexible Workspace

\$24,024 annual (based on Part Time status)

Every Kid in Our Communities Coalition (EKIOC) is seeking a Planning Coordinator. EKIOC is a coalition of children's services providers and community members that was formed to work collaboratively to improve life for every child and youth in Leeds & Grenville Counties through activities related to early intervention and prevention of mental health issues through addressing such things as social determinants of health, building resiliency, promoting developmental assets, coordinating services and working collaboratively from a family centered approach.

This is an exciting, Part Time opportunity for a community minded individual who wishes to make a difference in the lives of children, youth and families living in Leeds & Grenville.

The successful candidate must be available the first Wednesday morning of each month for Lead Table Meetings.

The work of the coalition, and a full job description, including qualifications and responsibilities can be found at [www.everykid.on.ca](http://www.everykid.on.ca).

Please submit a cover letter and resume (files in PDF or Word format)  
by **4:30 pm on Friday, August 12<sup>th</sup>, 2022** to:

Attention: Lorena Crosbie, Co-Chair of EKIOC

Email: [employment@cmhlg.ca](mailto:employment@cmhlg.ca)

(Please state "EKIOC Planning Coordinator" in the subject line)

613 498 4844 ext 3021