

Saskatoon Integrated Community Ministries (ICM)

Organization profile and job posting for the position of Director, June 2020

ICM Mission Statement:

*To build relationships of solidarity, justice, compassion, and respect
among individuals, congregations, and community organizations
in the Core Neighbourhood of Saskatoon*

The Way We Work:

ICM's mission statement continues to be the vision that propels us forward. Over the years we have come to know a few things about the way we carry out this vision:

1. We work in an "Appreciative Inquiry" organizational model which focuses attention on what works, the positive core, and on what people really care about in order to build healthy, just communities.
2. We work to shift the focus from charity to solidarity. We help others do this.
3. We work in a "Community Development" manner; understanding that those marginalized *are not* objects of development but are rightly the leaders of development.
4. We respect all faiths and spiritualities.
5. We work from a strong understanding that we all are equal, we all are loved, and we all have a right to the basic necessities, the freedoms, the resources, and the opportunities of life.
6. We share the power we do have; we attempt to increase the ownership of the ministry among others.
7. We are a learning organization.
8. We work from a base of gratitude and abundance.

Community Profile

City of Saskatoon:

Saskatoon is the largest city in the province of Saskatchewan with a civic population of approximately 272,200 as of 2019 (July 2019 estimate).

Saskatoon is situated on the banks of the South Saskatchewan River in the heart of the Canadian Prairies and on Treaty 6 territory, acknowledged as the traditional territory of Cree Peoples, and on the homeland

of the Métis Nation. It is located approximately 345 kilometers north of the U.S. border, 225 kilometers from the Alberta border, and 345 kilometers from the Manitoba border.

Saskatoon is considered as a commercial and education centre in the Province of Saskatchewan. It is home to the University of Saskatchewan and the Saskatoon campus of the Saskatchewan Polytechnic for post-secondary technical education and skills training. The six dominant industries in the Saskatoon region include Mining and Energy, Manufacturing, Transportation, Life Sciences, Construction, and Agriculture.

The population growth experienced in the last number of years has created several issues in the areas of affordable housing and traffic congestion. Immigration has been an expanding phenomenon in recent years and has increased the diversity of Saskatoon's population.

The Meewasin Valley Authority seeks to protect the South Saskatchewan River and provides for the city's riverbank park spaces. The Meewasin Valley Trail follows the river through Saskatoon and is popular for summer and winter activities. The city is expanding the use of bicycle paths in several areas including the downtown. There are over 140 parks and green spaces. There are three off-leash parks for dogs.

Wanuskewin Heritage Park, a Canadian National Historic Site representing almost 6,000 years of First Nations history, is located just north of Saskatoon. Major museums include the Western Development Museum, the Ukrainian Museum of Canada, the Diefenbaker Centre, and the Children's Discovery Museum. Other heritage sites include the Forestry Farm Park (including a zoo open year around), the Broadway Avenue area, and the Bessborough Hotel.

Saskatoon professional theatre companies include the Persephone Theatre in the Remai Arts Centre, the Gordon Tootoosis Nīkāniwin Theatre Company (formerly the Saskatchewan Native Theatre Company), and the Live Five Independent Theatre. Saskatoon is also home to Shakespeare on the Saskatchewan in the summer months, the Saskatoon Opera Association, and the Saskatoon Symphony. Saskatoon also hosts several festivals throughout the year including the Saskatchewan Jazz Festival, the Saskatoon Fringe Festival, the Saskatchewan Children's Festival, and Saskatoon Folkfest.

The new and internationally recognized Remai Modern Art Gallery opened in October 2017. Among some of the 2018 highlights for the art gallery included visits by over 421,000 guests.

Saskatoon has numerous sporting venues and hosts many sporting events throughout the year. Saskatoon also has an extensive variety of restaurants. Please check the Tourism Saskatoon website below for further details.

Saskatoon has an international airport (John G. Diefenbaker International Airport) located on the northwest end of the city.

The Saskatchewan Health Authority is responsible for health care delivery within the province of Saskatchewan including Saskatoon and the region surrounding the city. There are four hospitals located within the city including Royal University Hospital, Saskatoon City Hospital, St. Paul's Hospital, and the Jim

Pattison Children's Hospital. The Royal University Hospital is a teaching and research hospital that operates in partnership with the University of Saskatchewan. In addition, there is also a cancer clinic and numerous assisted living facilities. The Jim Pattison Children's Hospital, which opened in September 2019, was specifically designed for the care of patients ages 16 and under and for maternal patients.

Saskatoon is connected to other large cities in Canada by major highways including Highway 11, a four-lane highway connecting to Regina and Prince Albert, and Highway 16 from Winnipeg to Edmonton. Other transportation facilities include Via Rail and Greyhound Bus terminals. Saskatoon has a public transit system and numerous taxi services offering reliable transportation options within the city.

Saskatoon's climate has four distinct seasons every year with mean temperatures ranging from normal highs of 25 degrees C (77 degrees F) to normal lows of -23 degrees C (-9 degrees F) in January.

For more information, see the City of Saskatoon website and the Tourism Saskatoon website below:

City of Saskatoon: <https://www.saskatoon.ca/>

Tourism Saskatoon: <http://www.tourismsaskatoon.com/>

The ICM Community:

The Integrated Community Ministries (ICM) office is located within KAP House (the former Kinsmen Activity Place) at 226 Avenue V South in the Pleasant Hill area of Saskatoon. The building is currently owned by the Cress Housing Corporation, a service organization that is part of the Saskatoon Tribal Council. ICM partners with a few fellow tenant organizations including STR8-UP and the Micah Mission.

The office is in the heart of the 5 Saskatoon Neighbourhood communities that ICM serves (Caswell Hill, King George, Pleasant Hill, Riversdale, and Westmount).

The City of Saskatoon Planning and Development Department publishes a City of Saskatoon Neighbourhood Profiles document every few years. The most recent document (December 2019) was produced using data from the 2016 Federal Census, as well as more recent data from Statistics Canada, eHealth Saskatchewan, RBC Economics Research, administrative data from a variety of agencies, and specific sources related to the Saskatoon Census Metropolitan Area (CMA) including the City of Saskatoon and surrounding communities.

Data taken from the 2019 City of Saskatoon Neighbourhood Profiles document was used to produce the following table of comparative information showing Saskatoon averages as compared to the 5 Saskatoon core neighbourhoods.

Indicator	Saskatoon	Caswell Hill	King George	Pleasant Hill	Riversdale	Westmount
Population	272,200 (July 2029 estimate)	3,679	2,041	5,216	2,683	2,897
Median Personal Income	\$40,050	\$34,650	\$31,080	\$21,230	\$23,910	\$32,150
Average Sale Price of Home	\$336,757	\$255,298	\$222,767	\$154,631	\$227,688	\$202,239
% Owning home	66.8%	63.8%	62.0%	31%	45%	68%
Housing Affordability	4.26 (3.0 and under is affordable)	3.26	2.72	1.99	2.85	2.65
% Renting	33%	36.0%	38.0%	69%	55%	32%
Average Gross Rent	\$1,127	\$1,088	\$1,101	\$891	\$1,021	\$1,003
Total Households	98,565	1,520	780	1,625	885	1,005
Lone parent families	11,125 (11.3%)	245 (16.1%)	130 (16.7%)	385 (23.7%)	215 (24.3%)	185 (18.4%)
Household Size (estimated)	2.4	2.2	2.2	2.3	2.3	2.4
Ethnic Diversity * (higher number more diverse)	0.45	0.33	0.25	0.91	0.39	0.40
Labour Force Participation Rate	70.7%	67.9%	64.7%	43.9%	54.3%	66.1%

Indicator	Saskatoon	Caswell Hill	King George	Pleasant Hill	Riversdale	Westmount
Economic Dependency Ratio	16.0%	20.8%	30.1%	75.0%	34%	26.8%

* Ethnic Diversity is a measure of the diversity within a neighbourhood by calculating a diversity index. This number is calculated by summing the neighbourhood portion of the percentage of the total population that is a visible minority, of Indigenous identity, speaks a non-official language at home, and has a non-official language as their mother tongue. The diversity index for Saskatoon is calculated as the average of all neighbourhoods (City of Saskatoon Neighbourhood Profiles, 18th Edition – December 2019).

A 2017 report developed by the former Saskatoon Health Region (now part of the Saskatchewan Health Authority) [provides a detailed demographic and socioeconomic description of Saskatoon](#).

The ICM community is diverse in terms of age, economic levels, and culture.

ICM is part of the United Church of Canada structure within the recently formed Living Skies Region. ICM operates as an outreach and social justice ministry and is an incorporated ministry. ICM makes a consistent effort to collaborate with all United Church congregations in the former River Bend Presbytery area in support of its programs. ICM partners with all congregations of all denominations in the core neighbourhoods. ICM has also provided mentorship to students at St. Andrews College in Saskatoon.

In the past, ICM has partnered with the former Saskatoon Health Region on various initiatives. Depending on the various projects that ICM is involved with, other partnerships may be developed as required.

Some of the recognized challenges in working with folks in the core neighbourhoods include the impacts of poverty on individuals and families. Poverty challenges are often accompanied with housing concerns and the frustrations of individuals as they attempt to deal with institutions and the associated bureaucracies.

Current neighbourhood challenges also include dealing with personal, family, and intergenerational trauma. In addition, there have been increasing concerns regarding gang activity in the core neighbourhoods.

Some of the prior and ongoing successes of ICM includes the Essential Voices initiative, the 10 X 10 Art project, and the Chop 'n Chat program which provides one healthy meal each week and builds connections with core residents who are in need. All initiatives have had significant participation of individuals living in the core communities. The annual 10 X 10 Art project has involved over 60 artists in the ICM community in any given year. ICM currently employs part-time community staff.

Resource Profile

Volunteers

Board members are volunteers and are active participants in ICM programs and in some of the administration and management for ICM. The ICM Board includes a Treasurer to assist the Board and staff with finance matters. ICM also has a Ministry and Personnel (M & P) Committee to support ICM staff and the Board. There are also many regular volunteers from the community that support ICM programs.

ICM has a public Annual General Meeting.

Community

There are several community contacts and resources that ICM is connected to and supported by. These include:

- Saskatoon and area United Church congregations
- Saskatoon Anti Poverty Coalition
- Micah Mission (KAP House)
- STR8 UP (KAP House)
- CHEP Good Food Inc.
- St. Andrew's College
- Saskatchewan Health Authority
- Global Gathering
- Open Door Society
- St Paul's Hospital Healing Art Program
- Various Saskatoon businesses who display 10 x 10 art
- The Lighthouse Supported Living
- Friendship Inn
- SCYAP(Saskatoon Community Youth Arts Programming).

Office

As mentioned previously in this report, ICM's office is located at KAP House in the Pleasant Hill core area of Saskatoon. KAP House has a common board room that seats 10, an open downstairs with a basic kitchen that seats 60. These spaces are shared by various groups for their programs and can be booked as needed. The building has WIFI, a security system with keypad entry at the main door. There is a parking lot behind the building and extra parking on the street. ICM currently rents one office in KAP House. ICM pays a very reasonable monthly rent, which has remained stable over the past few years.

Equipment

Office equipment includes:

- Desk and chair
- 2 Bookshelves
- 2 additional chairs
- Hewlett Packard laptop computer
 - 8 GB (gigabyte) RAM memory
 - TB (terabyte) disk space
 - Internal CD/DVD player
- Wireless keyboard and mouse
- Lock for laptop.
- Acer 24 " (inch) external display monitor
- Brother wireless multi-function laser printer
- Software
 - Windows 10 Operating System
 - Microsoft Office 365 software – updated annually
 - Word for word processing
 - Gmail and Outlook for email
 - Excel for spreadsheets
 - PowerPoint
 - Access – database
 - Publisher
 - OneNote
 - ICM maintains a Facebook page.

Financial

ICM currently has 2 main sources of funding, a trust fund established for ICM and administered by the Living Skies Region of the United Church and annual United Church Mission and Service grants. The overall funding level for ICM is stable through 2022.

Additional funding is received through PAR donations, other smaller grants, and donations from congregations and individuals. If financial information is required, the latest audited financial report is available.

Position Profile

Description

Integrated Community Ministries is an organization focused on relationships and issues of social justice in the core neighbourhoods of Saskatoon. The concept of right relationship with individuals living on the margins of society is the guiding principle of ICM. This principle recognizes that all people bring personal strengths and gifts to their community, and further recognizes that people are drawn to opportunities to share their personal gifts in positive, respectful, and constructive ways.

ICM has operated as an outreach ministry within the structure of the United Church of Canada.

ICM works to establish right relationship by empowering individuals and building leadership capacity from within the community.

One of ICM's main areas of work over past years was "Reconciliation" and the work of the TRC (Truth and Reconciliation Commission of Canada). ICM was involved in several related initiatives before, during, and after the 2012 TRC National event.

In concrete terms, this is achieved through a variety of relationship-based program initiatives, including mentoring programs and the provision of opportunities for paid employment. Programs are not simply designed for the community; they are designed by and with members of the community. Examples include the Essential Voices program which employs individuals from the community, the 10X10 project for local artists of all skill levels, and the Chop 'n' Chat meal preparation program. These types of programs not only ensure that the community's own needs are met, but they also provide opportunity for the wider church to learn directly from those who have the lived experience of poverty. A respectful, and caring culture requires mutual learning amongst the ICM, the people it serves, and the wider community including faith communities.

Pastoral care with active listening is an essential element of ICM's compassionate interaction with individuals. Living in poverty is an overwhelmingly stressful condition. However, ICM understands that its limited resources are best allocated in areas that may be considered somewhat non-traditional for outreach ministries. By developing programs that create "positive spirit" with members of the community, ICM facilitates long-term, authentic relationship development. ICM is proud of supporting and empowering those who go on to be leaders within the community.

It is important to note that ICM does not view itself as a "front-line" agency within the community. There are several government and not-for-profit organizations currently engaged in areas of housing, nutrition & health, personal counseling, and crisis resolution. ICM is supportive of the front-line work of these agencies but does not generally play an active role with them.

Stakeholder Feedback

In the preparation of this report, the Pastoral Relations Committee conducted anonymous surveys with many stakeholders in the ICM community. These individuals included community members, current staff, current and former ICM Community Ministers, current and former ICM Board members, current and former members of the Ministry and Personnel committee, volunteers, partner agencies, and several United Church ministers.

There were 16 short paper surveys completed by community participants in ICM programs including Chop 'n Chat participants and 10 X 10 artists.

There were also 34 long surveys completed by some community members as well as other individuals choosing to respond from the various groups above. These surveys were online surveys and were also anonymous. Invitations to complete the survey were sent to over 60 individuals.

Survey results were compiled and then analyzed by Pastoral Relations Committee members to assist with the planning process for the development of a position profile and final report to be presented to the ICM Board.

Survey results can be made available to qualified applicants upon request.

The following proposed Position Profile for an Integrated Community Ministries (ICM) Director has been approved by the Pastoral Relations Committee.

Position Profile – Living Skies Region Integrated Community Ministries (ICM)- Director

For information purposes, the following is the position profile for a full-time Director

The Living Skies Region Integrated Community Ministries (ICM) is a safe, judgement free and compassionate community space whose purpose is to work with the core neighborhood communities and connect with agencies and organizations that serve the core neighborhood.

The Director is directly accountable to the ICM board, whose support and supervisory functions are managed through the Ministry and Personnel Committee (M & P) or an appointed Personnel Committee.

The Director will work with the ICM Board to ensure that any directives regarding Provincial Public Health Safety in times of Pandemic and Post Pandemic will be implemented, including appropriate Personal Protective Equipment (PPE) for staff.

Skills and Assets

The Director position would ideally have a combination of the following skills and assets:

- Understanding and meeting people where they are at in their life;
- Commitment to diversity and inclusion and supporting and developing environments that support same;
- Willingness to work on issues with the community using the '*Nothing About Us Without Us*' philosophy, including the principle that core community members are not the objects of our development, but rather the strategic partners in the development;
- Practical knowledge and experience with Truth and Reconciliation processes in Saskatchewan;
- Understanding of reconciliation in the First Nations, Metis and settler communities;
- Understanding of the social factors, causes, and effects of marginalization and poverty;
- Open and welcoming to the broad expressions of spirituality and religious practice;
- Staff management, supervision & mentoring skills;

- Superior listening and verbal and written communication skills;
- Understanding of trauma and crisis and skills in crisis training, safety, and an understanding of other resources available to individuals for healing from trauma;
- Skill in providing emotional support;
- Superior computer-based skills;
- Superior skills in multiple types of social media communication.

Essential Job Functions

It is anticipated that the ICM Director will be responsible for the following:

1. **Community Development** (approx. 40%)
 - Using the '*Nothing About Us Without Us*' philosophy, build relationships and ongoing connections with core community agencies and organizations;
 - Foster joint community efforts and actions on systemic issues and situations;
 - Build individual and group capacity to engage in social change processes;
 - Foster, coordinate, participate in and/or lead community activities to address social issues of core communities, normally in cooperation with community partners.
2. **Build Direct Links and Partnerships between the Community and Partner Organizations** (approx. 40%)
 - Offer a positive presence and perspective with and among groups and partners throughout ICM activities;
 - Serves Neighbourhood groups and the wider church and faith communities as able;
 - Provide individual and family support, as well as emotional, social, and spiritual care as able;
 - Build and support processes and activities whereby Living Skies Region and Saskatoon and area based United Churches and their members interact with and come to know core community residents and issues;
 - ICM to maintain its active membership with the United Church Community and Social Justice Ministries network and participate in related activities as able.

3. **Administration and Management** (approx. 20%)

- Provide the primary hiring, recruitment, orientation, supervision, and mentorship of staff;
- Develop, administer, and manage systems of communication within neighbourhood and ICM, correspondence;
- Using social media to communicate with individuals and groups in the Core Neighborhood and Partner Organizations, as required;
- Respond to inquiries about ICM and neighbourhood services;
- Foster relationships within KAP House and the neighbourhood;
- Actively participate in planning and implementation of fundraising activities;
- Preparation and submission of grant applications (with assistance provided by Treasurer or ICM Board);
- Documentation of ICM activities through photography, technology-based presentations as they evolve, and document production;
- Maintain address lists, ICM brochures, business cards, posters.

Compensation and Benefits Profile:

- It is not a requirement that candidates are drawn from Ministry personnel. Candidates may be considered from the community and/or from Ministry personnel.
- All qualified candidates will be considered and competitive compensation will be offered commensurate with experience.

Study time and Personal Care

- Care for your own personal and spiritual well-being through regular times of rest, reflection and study.
- Consult with the Board, Ministry and Personnel Committee (M&P), or the Personnel Committee to arrange blocks of time for continuing education, including such activities as retreats, conferences, and reading weeks. The Director is entitled to three weeks of education and study leave per year. The Director is also entitled to \$1442 per year for purposes of conferences, study leave, retreats, or books.

Vacation Time: Consult with Board, M&P to arrange blocks of time for personal vacation and days off. Entitled to one month of vacation per year.