



ADVOCACY SPECIALIST

REMOTE (Ontario-based Position)

FULL-TIME (37.5 hours per week) – TEMPORARY ONE YEAR CONTRACT

About LGBT YouthLine

LGBT YouthLine grew out of discussions among youth who believed that a peer-based phone support line would alleviate the loneliness felt by 2SLGBTQ+ youth. For nearly 30 years, LGBT YouthLine has provided support to queer and trans youth across Ontario, most recently moving to a virtual model during the early days of the COVID-19 pandemic. LGBT YouthLine is transforming how we work to ensure that our community's needs and values continue to come first.

LGBT YouthLine is a 2SLGBTQ+ youth-led organization that affirms and supports the experiences of youth (29 and under) across Ontario. We do this by:

- providing anonymous peer support and referrals;
- training youth to provide support to other youth; and
- providing resources so youth can make informed decisions.

Our values include being Youth-Centered, Anti-Oppression/Anti-Racism, Accessibility, and Indigenous Solidarity. A full list of our values and our previous strategic plan can be found at youthline.ca.

About the Role

This is a one-year contract for an exciting, new position for LGBT YouthLine, dedicated exclusively to advocacy work around issues affecting 2SLGBTQ+ youth in Ontario. A key component of this role will be collaborating on the development of an advocacy strategy for the organization, building on previous initiatives such as our #DoBetter campaign. Initial work will include priority-setting, stakeholder engagement, and supporting the management team with a multi-year strategy as we build out our advocacy program. If you enjoy working in evolving roles, working autonomously, and leading new initiatives, this is the role for you!

Accountability

Reporting to the Executive Director, the Advocacy Specialist works with staff and board members across the organization on the development and implementation of advocacy initiatives. They are responsible for creating, updating and maintaining resources and educational materials that capture YouthLine's priorities and values. The Advocacy Specialist is also responsible for networking with aligned organizations and finding opportunities for greater collaboration within the sector.

Key Priorities

The Advocacy Specialist's key priorities will be to:

- Collaborate on the development of an Advocacy Strategy that addresses the diverse needs of 2SLGBTQ+ youth in Ontario
- Enhance YouthLine's 2SLGBTQ+ partnerships and stakeholder engagement, including working with local, provincial and national 2SLGBTQ+ youth serving organizations to collaborate on advocacy work
- Build capacity within 2SLGBTQ+ youth advocacy including the creation of a self-advocacy toolkit for 2SLGBTQ+ youth
- Respond in real-time to current events and policy that affect 2SLGBTQ+ youth in Ontario in accordance with an Advocacy Strategy

Key Responsibilities

The key responsibilities outlined below should be interpreted as being descriptive in nature and are not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties.

Collaborates on the development and implementation of an advocacy strategy for YouthLine that aligns with our values, strategic plan, and the needs of the diverse 2SLGBTQ+ community across Ontario.

- In collaboration with the Executive Director and Communications and Development Specialist, develop advocacy tools such as key messages, position statements, briefing notes, media preparation and letters to stakeholders such as holders of political office and other 2SLGBTQ+ organizations.
- In collaboration with the Executive Director and Communications and Development Specialist, develop timely responses on policy issues and current events related to 2SLGBTQ+ youth, highlighting events, emerging issues and legislative changes to share with community stakeholders both internally and externally
- Researching current landscape of 2SLGBTQ+ youth issues and policies impacting them
- Writing resources / communication for diverse audiences and reading levels / practices of youth
- Engages with peers and colleagues within other 2SLGBTQ+-focused organizations across Ontario and Canada as a whole on advocacy initiatives to achieve YouthLine goals and objectives
- Undertakes regular consultations with staff, board, and stakeholders to continuously inform and refine advocacy priorities and activities
- Builds capacity in grassroots advocacy by developing a strategy for the engagement of grassroots advocates and a self-advocacy toolkit for persons with lived experience
- Oversee programs to collect input from stakeholders and programs
- Create a roundtable discussion with members of the organization to brainstorm advocacy goals based on our 2019 Needs Assessment and more recent recommendations in the #DoBetter Campaign
- Identify short- and long-term advocacy goals for the organization based on prior research and work done
- Formal assessment of previous advocacy projects, debrief of processes, re-structuring and implementing new strategies to ensure future success

Required Skills & Experience

Experience

- Lived experience as a member of the 2SLGBTQ+ community
- Experience working with youth or within a youth context
- 3 years minimum experience in roles involving writing communications, resources, education and training, or advocacy for 2SLGBTQ+ youth communities
- Related experience required (e.g. non-profit organization, research/academia, policy analysis/program evaluation, 2SLGBTQ+ or youth services/government relations)
- Experience in technical writing including policy briefs, organizational statements, campaign development, etc.
- Experience collaborating, partnering with 2SLGBTQ+ youth serving organizations
- Skills in public speaking, facilitation and/or education
- Understanding of federal, provincial, and municipal levels of government, an asset
- Experience with knowledge translation, including creation of resources, briefs and/or multimedia resources

Knowledge

- Knowledgeable and comfortable with the diverse issues facing lesbian, gay, bisexual, trans, Two-Spirit, queer, asexual, intersex, and questioning youth across Ontario.
- Understands and supports anti-oppression and anti-racism, through lived, theoretical, and practical methods.
- Knowledge of advocacy best practices and processes, including both political and grassroots levels.
- Knowledge of how government policies (including legal, health, funding, among others) have historically and currently impact the 2SLGBTQ+ community.
- Knowledge of news and current events in Canada and how they impact 2SLGBTQ+ youth.

Skills

- Strong analytical skills to identify and respond to emerging issues/opportunities
- Strong communication skills, including verbal, written and facilitation skills.
- Adaptability and ability to manage competing priorities
- High level of computer literacy with MS Word, Excel, PowerPoint, and Outlook.
- Ability to understand policy documents and relevant studies, including academic writing.

Position Details

- This is a full-time (37.5 hours/week), temporary (one year), remote position*
- LGBT YouthLine is looking for the right candidate to lead the advocacy work of our organization and is open to alternative work arrangements, if desired.
- Flexibility required in scheduling of work, based on deliverables required. Daily work is within normal office conditions, with evening meetings required.
- This position works-from-home and is expected to have access to stable internet; YouthLine will provide a work laptop.
- There is the option to work from YouthLine's offices in central Toronto, if desired.

- Travel: The position may require travel regionally and to different parts of Ontario to support programming. A Driver's License is an asset.

LGBT YouthLine offers a competitive total compensation package

- Salary range: \$45,000– 50,500, commensurate with skills and experience
- Health & Dental benefits (to begin immediately)
- Professional Development funds of up to 1.5% of annual salary
- 15 days paid vacation leave
- 20 days paid sick leave

*Candidate must reside within Ontario in order to support our mandate of supporting 2SLGBTQ+ youth within the province

Please send your resume and cover letter to jobs@youthline.ca by 11:59 pm on February 25, 2024. If you have any questions, please email lauren@youthline.ca.

LGBT YouthLine only considers applicants that identify as part of the 2SLGBTQ+ community. Grounded in principles of Anti-Racism and Anti-Oppression, we recognize and encourage applications from communities that are further marginalized in employment opportunities, including: Black, Indigenous and people of colour, Trans-feminine people, Disabled people, people with experiences of migration, and people who have experiences of poverty. We particularly welcome applicants from these communities who are youth (under the age of 29). Applicants are encouraged to self-identify in their cover letters, which will be kept confidential.

Accommodations for this selection process are available upon request.