



Internal/External Posting
Program Coordinator - EarlyON Black Initiative
Full Time Position – One year contract

Delta Family Resource Centre (Delta Family) is a Black-led, Black-serving, and Black-mandated (B3)+ non-profit community organization that has proudly served the local communities of Northwest Toronto for over 40 years. A multi-site organization committed to creating vibrant communities where Black potential is nurtured and celebrated, and **all** people thrive, the agency provides a wide range of programs, services and activities that enhance individual/organizational skills and promote well-being and healthy communities. Delta Family is committed to equity and works to model meaningful community development.

Position Overview: Delta Family has received one-year funding to pilot a series of Africentric programs which developed over the past two years – the Iroko Numeracy program, the Africentric Mindful Parenting Program and the Nguzo Saba handbook. We are seeking a passionate and dedicated Program Coordinator to join our team to work with the consultants to plan and co-deliver a series of customized Africentric workshops, and oversee the completion of various products to complement the roll out of the various workshop series. They will be responsible for the coordination of these pilots. This involves designing and facilitating workshops for partners, building a network of partners to pilot the initiatives and conducting outreach to Black children and their families. The ideal candidate will bring an Africentric and Anti-Black Racism informed lens to this position, providing guidance and leadership on issues related to Black identity, culture and the systemic barriers affecting Black Children and families. They will also have a strong background in community engagement, workshop design and facilitation, program coordination and fostering partnerships. This position is primarily in-person and involves working within community settings and partner sites. The role may also require supporting programming at different Delta Family locations as needed. Flexibility to work evenings and weekends is required to support workshops, outreach activities, and community events.

Key Responsibilities :

- ✧ Lead this initiative, providing an Africentric lens and ensuring that the program’s direction reflects this focus.
- ✧ Develop and maintain partnerships with community organizations such as EarlyON providers, schools, and other stakeholders to recruit families to participate in the pilot sessions
- ✧ Conduct outreach to identify and engage Black children and families to participate in the pilot programs
- ✧ Work with consultants to finalize the content and design of resources, Manuals and other products
- ✧ Plan and organize events, workshops and secure partners to work with us to offer the pilots in their communities
- ✧ Coordinate and facilitate programs and activities that support Black children (0-6 years) and their families
- ✧ Oversee the delivery of three Early Literacy programs for Black children and their parents/caregivers during the course of the year
- ✧ Monitor and evaluate program effectiveness and make recommendations for improvements
- ✧ Prepare and maintain program documentation, reports and records
- ✧ Collaborate with team members and community partners to ensure the successful delivery of the workshops in the pilot programs and services
- ✧ Advocate for the needs and interests of Black children and families within the community

- ✧ Incorporate an African-centred approach into all activities
- ✧ Strengthen alliances with community partners for the delivery of programs that respond to the needs of Black parents and children
- ✧ Make referrals to other relevant community resources and services
- ✧ Plan, prepare and implement program activities that respect each family's needs and are responsive to the diverse cultural and language profile of the participants
- ✧ Act as a resource for parents/caregivers and respond to their needs by providing information and referrals

QUALIFICATIONS:

- ✧ Degree/diploma in community development, social work, education, child and youth work, early childhood education, or equivalent experience
- ✧ Minimum two years' experience in program coordination and delivery of programs for families with young children in a community setting or related role
- ✧ Lived experience of the issues faced by Black communities
- ✧ Minimum of two years' experience working with African/Black children and their families
- ✧ Demonstrated experience in the delivery of African-centred programs
- ✧ Experience in outreach and community engagement, particularly in Black, under-resourced communities
- ✧ Excellent skills in workshop development and group facilitation
- ✧ Strong understanding of the challenges and systemic barriers faced by Black children and families, including Anti-Black Racism
- ✧ Knowledge of Anti-Black Racism and demonstrated ability to apply anti-racist and Africentric approaches in programming
- ✧ Strong organizational and project management skills
- ✧ Excellent communication and interpersonal skills
- ✧ Proven ability to build and maintain positive relationships with community partners and stakeholders
- ✧ Ability to work independently and as part of a team
- ✧ Sound judgment and strong problem-solving skills, with the ability to respond appropriately to community, family, and program needs
- ✧ Experience working in high-priority or high-risk neighborhood
- ✧ Passion for social justice and community empowerment
- ✧ Strong command of the English language, verbal and written, Other languages an asset
- ✧ Clear criminal reference check and valid CPR/First Aid – can be obtained after accepting the position

Salary: \$55,935 - \$58,000 plus benefits

How To Apply : Interested candidates are invited to submit their resume and cover letter to

E-mail: [hiring@dfrc.ca](mailto: hiring@dfrc.ca) by the closing date March 31st, 2026

(posting remains open until candidate is hired)

Delta Family Resource Centre is an equal opportunity employer. We welcome those applicants from diverse backgrounds and encourage those with lived experiences related to our mission to apply.

***As a unionized workplace, internal candidates will be processed before external applicants are considered
We thank all applicants; however only short listed candidates will be contacted.***