Co-operative Housing Federation of Toronto Inc.

Co-operative Housing Awards 2009

Century of Co-operation

This year, Century of Co-operation recipients will be honoured at a midday reception in the fall.

Here is how your members would qualify for this award –

Add together the age of the member plus the length of time they have lived in co-op housing. For example, a person who is 80 years old and has lived in co-op housing for 20 years qualifies with an even 100 years.

We will recognize everyone who achieves 100 years or more in 2008.

Please fax this form back to us as soon as possible with the following information:

Please print

Name of the co-op _____

Name of the member_____

Year of birth _____

Years living in co-op housing _____

The fax number is **416 465-8337.**

658 Danforth Avenue, Suite 306, Toronto, Ontario M4J 5B9
Telephone: (416) 465-8688 Fax: (416) 465-8337 E-mail: info@coophousing.com
Web site: www.coophousing.com

Touchstone Youth Centre

Board of Directors Volunteer Position Available for 2009-2012

Touchstone is a registered charity, governed by a volunteer Board of Directors and operated by a professional staff. Touchstone is located on Pape Avenue in the City of Toronto. The centre is staffed twenty four hours a day, seven days a week to provide food, shelter, emotional support and counseling. Touchstone Youth Centre is a 32-bed emergency shelter for homeless youth between the ages of 16 and 24 years. Many of the youth come to Touchstone as a result of a crisis at home. Others come after trying to survive on the street

Touchstone has an excellent image and reputation for its programs and services among all its key stakeholders including various levels of government, funders other service agencies and the local community.

The TYC Board of Directors recognizes the challenges of effectively meeting the needs of diverse communities within the city and is reaching out to culturally diverse groups to become members of our Board.

The Board of Directors meets monthly, has a committee structure, assists with fund raising and works in close partnership with the staff. We currently have vacant positions on our board and are searching for people who:

- Are professionals: financial and government relations
- Have expertise in mental health, education
- Are part of the East York neighborhood
- Have fund raising ideas, skills and marketing communications
- Have networking connections for partnerships with culturally-specific groups

Board Requirements

- Attend monthly Board meetings (3rd Monday of each month)
- Take on occasional responsibilities as delegated by the Board with regards to governance, strategic planning, policy development etc.
- Commit to a 3 year term on the Board

If you are interested in Touchstone Youth Centre Board of Directors positions, please contact Christine Mclean at 416-495-5665 or Christine.mclean@enbridge.com

INTERNATIONAL YOUTH DAY 2009

Wednesday August 12
4:00pm - 8:00pm
Courtyard of 85 Bleecker Street

To celebrate this international event, Bleecker Street Co-op will be hosting an event in our outdoor courtyard aimed at raising awareness and direct involvement in agencies that deal with youth issues and campaigns both at home and around the globe.

There will be a series of workshops, discussions alongside a volunteer fair. In addition to the serious and informative components of this event, we will also be some musical performances, games, art and BBQ.

We are really hoping to get a great turn out for this event so please feel free to spread the work to friends and family. For more information, to volunteer at or participate in some way please contact

Ryan Hayward
Community Projects Coordinator
416 920 7340 x24
ryan@bleecker-street.com

Maurice Coulter Housing Co-operative

Accept Application Now

July 20, 2009

Address: Maurice Coulter Housing Co-operatives
174 John Garland Blvd., Unit 201, Etobicoke, ON, M9V 5G1

Location: Martin Grove and Finch Avenue Area

Details:

- Spacious, bright and clean 4 bedroom townhouses with back yard
- Bus stop close by
- Schools, shopping, banking facilities all within short walking distance
- Small and friendly community with a great family atmosphere
- Onsite and Underground parking
- Laundry Room on site
- $1,340.00 a month

Please contact the management office at (416) 748-6470 for more details.

Project Supervisor

Local 75 Co-op is a new 85-unit family housing co-operative which will be ready for occupancy in October of 2009. The co-op building, located at 60 Richmond st. E is designed to be extremely energy efficient. Residents of the building are members of the co-op.

The Ministry of the Environment established the Community Go Green Fund to provide funding for non-profits to help Ontario achieve its greenhouse gas reduction targets. As part of that fund the "Local 75 Go Green Initiative" is an education program for the new residents of 60 Richmond. The objective of the initiative is to save energy by having the members of the co-op participate in the energy saving and recycling programs in the building. The co-op is seeking to build a culture of conservation through strong community development and a shared sense of values.

The project includes training a small group of members (peer educators) who will in turn meet with the residents to teach them about how effective use of the building's energy-saving features can be achieved both in individual households as well as though the community nature of a co-operative. Member manuals and posters will be created to support the process. The project will be overseen by a Project Supervisor and the results will be evaluated by the energy use and garbage output compared to similar buildings.

Applicants are welcome to apply for all positions for which they are qualified. The co-op reserves the right to agree to combine jobs as appropriate. Groups, consultancies and associations are welcome to apply to fill the jobs.

Job Description:

The Project Supervisor is responsible for the smooth implementation of the project and the completion of all stages on time and on budget. The Project Supervisor reports to Project lead.

Responsibilities:

-Co-ordinate the work of the writer, illustrator, teachers, translator(s), peer educators and environmental expert.
-Hire, supervise and evaluate other project staff.
-Work with the board and staff of the co-op to ensure that all member education processes are complementary.
-Ensure the project remains on budget.
-Ensure project deadlines are met.
-Prepare progress reports, financial reports, acquisition reports for hired positions, and a final report.
-Prepare regular reports for the board of the co-op and reports as requested by the Province.
-Organize the meetings between peer educators and other members.
-Receive reports from the peer educators, assess the ongoing effectiveness of the training and work with the teachers and peer educators to make adjustments as required.

Skills and Experience:

-Strong spoken and written English skills
-Proficiency with Microsoft Excel and Word
-An understanding of co-operatives
-Ability to work with little or no supervision
-Ability to self-direct an asset

-Strong attention to detail
-Strong interpersonal skills
-Project management experience

Working Conditions:

-Irregular hours possibly including some evenings and weekends.

This contract is part-time for $20/hr to an upset limit of 500 hours. Hours are variable and depend on project deadlines. Working hours are likely to be greater at the beginning and the end of the project. The position will end in March of 2010.

Please reply by **July 22nd** to:

Human Resources
gogreen.local75@gmail.com
138 Pears ave.
P.O. box 801
Toronto, ON
M5R 3K6

Teachers (two positions)

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The project includes training a small group of members (peer educators) who will in turn meet with the residents to teach them about how effective use of the building's energy-saving features can be achieved both in individual households as well as though the community nature of a co-operative. Member manuals and posters will be created to support the process. The project will be overseen by a Project Supervisor and the results will be evaluated by the energy use and garbage output compared to similar buildings.

Applicants are welcome to apply for all positions for which they are qualified. The co-op reserves the right to agree to combine jobs as appropriate. Groups, consultancies and associations are welcome to apply to fill the jobs.

Job Description:

The Teachers will work together to design a training program based on the member manual to educate members on living in a co-operative with energy saving features. The training program will consist of one initial meeting and two follow-up meetings with each household.

The training program should introduce and reinforce long-term behavioural changes that will maintain energy savings and garbage reduction as well as building an understanding of and appreciation for the sustainability features of 60 Richmond. The training program should be an educational model that can be transferred to other high-rise locations and co-operatives.

The teachers will work with a writer to ensure that the member manual and the training program are complementary.

The Teachers report to the Project Supervisor.

Responsibilities

-Design a training program to develop a culture of conservation and to educate members on living in a co-operative with energy saving features.
-Train selected co-op members to be peer educators capable of meeting with households individually to deliver the training.
-Work with the writer and illustrator to ensure that all educational materials are complementary

-Make modifications to the training program as necessary

Skills and Experience:

-Strong spoken and written English skills
-Ability to work with little or no supervision
-Strong attention to detail
-Strong interpersonal skills
-Experience and comfort working with diverse groups of people
-Experience in community development and training an asset
-Experience in adult education
-Strong knowledge of waste reduction and related environmental issues

Working Conditions:

Irregular hours including some evenings and weekends.
This contract is part-time for $20/hr for a total of 30 hours. Work will commence in September 2009.

Please reply by July 22nd to:

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Writer

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The project includes training a small group of members (peer educators) who will in turn meet with the residents to teach them about how effective use of the building's energy-saving features can be achieved both in individual households as well as though the community nature of a co-operative. Member manuals and posters will be created to support the process. The project will be overseen by a Project Supervisor and the results will be evaluated by the energy use and garbage output compared to similar buildings.

Applicants are welcome to apply for all positions for which they are qualified. The co-op reserves the right to agree to combine jobs as appropriate. Groups, consultancies and associations are welcome to apply to fill the jobs.

Job Description:

The Writer is responsible for creating a member manual (or handbook) to be distributed to the members of the co-operative. The manual must be easy to read or use as a reference. The manual will be a resource on living in a co-operative, sustainability in general, the specific features of 60 Richmond st. E and ways in which members can reduce energy use and waste.

The Writer reports to the Project Supervisor and will work with the Teachers to ensure all training and information provided to members is complementary.

Responsibilities

-Create a manual for members of the co-operative.

Skills and Experience:

-Excellent written English skills
-Ability to work with little supervision
-Strong attention to detail
-Ability to write in plain language
-Experience and comfort working with and writing for a diverse group of people
-Experience in the co-operative housing sector an asset
-Strong knowledge of waste reduction and related environmental issues

Working Conditions:

The Writer will be expected to work to her/his own schedule. Compensation will be negotiated in accordance with experience and the agreed-upon scope. The position begins immediately.

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Illustrator

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Applicants are welcome to apply for all positions for which they are qualified. The co-op reserves the right to agree to combine jobs as appropriate. Groups, consultancies and associations are welcome to apply to fill the jobs.

Job Description:

The Illustrator is responsible for illustrating a member manual (or handbook) to be distributed to the members of the co-operative. The manual will be a resource on living in a co-operative, sustainability in general, the specific features of 60 Richmond st. E and ways in which members can reduce energy use and waste.

100 copies of the manual will be printed immediately and the contract will include the option to print another 155 copies. The manuals will be distributed to residents and staff of the co-op.

The Illustrator reports to the Project Supervisor.

Responsibilities

-Illustrate and design a manual for co-op members
Illustrations will include diagrams of the co-op building and features of the building as well as illustrations to highlight other contents of the manual.

Skills and Experience:

-Strong knowledge of graphic design and page layout
-Experience or education in illustration
Please provide examples of previous work. Websites are acceptable for that purpose.

The Illustrator will be expected to work to his/her own schedule. Compensation will be negotiated based on the agreed-upon scope of work. Work will commence upon completion of the manual (mid-August to September).

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