

CHAIRPERSON

Position:	Co-Chairperson	Posting date:	November 28, 2019
Position type:	Volunteer position	Posting closing date:	December 16, 2019
Purpose of position:	Co-Chair the Gay Zone Gaie Steering Committee		
Contact information:	Joël Xavier, Health and Wellness : Coordinator, MAX Ottawa joel@maxottawa.ca	Service area:	Ottawa

PURPOSE OF THE STEERING COMMITTEE

- Gay Zone is a weekly STI & HIV testing clinic and wellness centre for guys into guys in Ottawa. The Chairperson will coordinate the Gay Zone Steering Committee. The Gay Zone Steering Committee includes partner organizations and community representatives. Collectively, they are responsible for the strategic direction and oversight of Gay Zone. This includes monitoring and evaluating services; addressing emerging issues/interests that are significant, reoccurring or impact partner roles and responsibilities; establishing and implementing communication protocols; and identifying and planning services that relate to gay men's health. The Gay Zone Steering Committee meets three times per year or more frequently if the need arises.

RESPONSIBILITIES AND DUTIES

- Chair meetings
 - Set the agenda in consultation with -Steering Committee Members
 - Identify and ensure issues are addressed
 - Clarify the decisions made and ensure accurate recording
 - Ensure regular reporting occurs from partners to the Steering Committee
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- Act as spokesperson for Gay Zone in consultation with relevant Steering Committee partners based on their scope within the partnership
 - The term of the Chairperson is a one year commitment, which may be renewed
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QUALIFICATIONS

Required qualifications

- Experience in working with and for guys into guys
- Commitment to health equity
- Ability to apply social justice principles, such as anti-Black racism, to the work
- Organized and reliable

Preferred qualifications

- Ability to communicate in both English and French can be considered an asset
- Previous leadership experience

For more information on the position or to submit a Cover Letter and Resume, please contact: Joël Xavier, Health and Wellness Coordinator, MAX Ottawa - joel@maxottawa.ca

If at any stage in the selection process you require special accommodation, please let us know the nature of the required accommodation.

Gay Zone is an equal opportunity partnership who values the diversity of individuals in our