

**Revelstoke Community Social Development Committee
Social Development Coordinator
2008/2009 WORKPLAN**

Objective 1. Facilitating communication and collaboration amongst community organizations to support them to work together on community social challenges and opportunities

Task	Status/estimated completion date
Operational – set up and distribute office location & contact information	Done
Fielding email communications, reviewing materials sent to coordinator	Ongoing
Monthly steering committee meetings	Ongoing
Meeting with social sector members, including those who are not on RCSDC	Ongoing
Sign up for web lists for various organizations & agencies to keep abreast of capacity-building and new funding opportunities & communicate these to appropriate groups or organizations; assist with funding applications as needed	Ongoing
Attend meetings of social sector organizations and groups. <ol style="list-style-type: none"> 1. Early Childhood Development 2. Revelstoke Literacy Action Committee 3. Renters' Voice 4. Substance Abuse Task Force 5. Emergency Housing Committee 	As required
Write letters of support or other communications as required	As required
Organize local learning events as opportunities arise and/or are required	As required
Facilitate participation in community-wide initiatives	Ongoing
Host annual event to celebrate achievements	May or June 09?

Objective 2. Supporting action on high priority social projects identified in the Community Development Action Plan/ Maintaining and updating the social aspects of the CDAP.

Task	Status/estimated completion date
Substance Abuse – support substance abuse task force by initiating a community-wide strategy, researching and collecting relevant data, facilitating action-planning session, bringing additional community members to the table, assisting with fundraising or funding applications as needed, and acting on recommendations.	Initiated – set timelines for completion of initiatives
Seniors - support service providers by initiating a community-wide strategy, researching and collecting relevant data, facilitating action-planning session, bringing additional community members to the table, assisting with fundraising or funding applications as needed, and acting on recommendations.	Initiated – set timelines for completion of initiatives
Health care – Encourage and support Interior Health to develop a 5 year plan that takes into consideration increased tourism and the development of Revelstoke Mt Resort (recc to council) - continue to relay community concerns to IH via Mayor’s Advisory on Health Care committee	Ongoing
Check in with organizations taking leadership on social priorities within the CDAP to review status of projects/tasks	Ongoing
Welcoming new residents, introducing them to the community – ‘Welcome to Revelstoke’ booklet	Set timeline for completion
Facilitate RCSDC review of priorities and actions within the CDAP	April 09?
Plan, facilitate and participate in community-wide review of CDAP	Nov 09?

Objective 3. Help build new collaboratives and organizational capacity when needed

Task	Status/estimated completion date
Assist new groups to establish governance	As required
Assist new groups to develop, implement and monitor work plans	As required
Assist new groups with funding applications as needed	As required
Ensure new groups are working with accurate information sources	As required

Objective 4. Identifying new social challenges and opportunities in the community and identify ways to meet these challenges and access these opportunities.

Task	Status/estimated completion date
Continue to meet with social sector representatives and groups on a regular basis to identify common goals and priorities for action within social sector; continue to review new funding opportunities as they arise.	Ongoing

Objective 5. Providing the City of Revelstoke with information and recommendations on community social challenges and priorities

Task	Status/estimated completion date
Presentation to newly elected council and senior staff	December 15, 2008 June, 2009
Respond to requests from Council as they arise	Ongoing

Objective 6. Communicating social issues and information within the community and externally

Task	Status/estimated completion date
Create a Directory of Social Services for Revelstoke and Area	October 15th, 2008
Create a Website – Revelstoke Community Social Development – linked to City website	October 31, 2008
Compile list/library (web & paper-based) of recent (last 10 years) reports/studies on local social topics	Done/Ongoing
Presentations to Chamber, Rotary, Economic Development Commission, CFDC, service clubs etc. describing social sector initiatives, needs, RCSDC committee, and workplan	Dates TBA
Maintain website and directory of social services	Ongoing
Provide point of contact & answer requests (local and out-of-town) for information about social conditions and the social sector	Ongoing
Participate in community-wide events <ul style="list-style-type: none"> • Community Connections Annual Health and Wellness Fair 	Ongoing October 26, 2008
Write regular articles for the Revelstoke Times Review Newspaper on relevant topics <ul style="list-style-type: none"> • Introduction to RCSDC & coordinator's role • Website & Directory announcement/description • Substance Abuse • Seniors 	September 24, 2008 edition Early November, 2008
Contribute social perspective to the OCP and other community planning initiatives (currently the coordinator sits on the BOD of CFDC, the Economic Development Commission, and the OCP Steering Committee)	Ongoing
Coordinate & host asset-based community development speaker presentations/ workshops/ meetings and capacity-building events as needed	As required