



Position: LEDlab Project Coordinator - EMBERS

Commitment: 8 months, 35 hours/week¹

Start date: September 11, 2017

End date: April 27, 2018

Compensation: \$20,000, non-negotiable²

The Local Economic Development Lab (LEDlab), initiated and closely supported by Ecotrust Canada and RADIUS SFU, incubates community-driven social innovation projects for a more vibrant and inclusive local economy in Vancouver's Downtown Eastside. We do this by partnering with local organizations and leaders, resourcing them with talented full-time graduate students, and working collectively with experts in a 'Lab' format to develop shared skills and knowledge, collaborate, and test new ideas to change the local economic system over time.

LEDlab program objectives are to build, test and scale solutions that put money in the pockets of low income residents; enhance the capacity of individuals, organizations, and networks; and shift traditional patterns of power and resource use in the community in service of a more place-based and collaborative model of economic development.

Community Partner: EMBERS

Project: Design @ the Lux

EMBERS (Eastside Movement for Business & Economic Renewal Society) is a non-profit community economic development organization that works to combat poverty and assists in the revitalization of Vancouver's Downtown Eastside, through social enterprise and community-based business development. Through [employment services](#) and [small business training and coaching](#), EMBERS mission is to empower people living on low incomes to be economically self-sufficient and develop productive futures.

In late February 2017 [EMBERS was confirmed as the successful new tenant](#) of a City-owned commercial property at 57 East Hastings St. referred to by many in the neighbourhood as "The Lux" space. The Lux was identified by the City of Vancouver last fall as a site that could be used for a collaborative Low Barrier Income Generating Hub. The Lux will meet people where they are at but will also provide individuals an opportunity to move along the [income generation continuum](#) should they choose to. The approach is innovative in its use of multiple partners working in true collaboration using existing programs and expertise to meet the needs of the community.

"Design @ the Lux" is a service and information design project that will enable new forms of collaboration to take place at the low barrier income generation hub. This will include developing

¹ You are expected to work primarily out of the LEDlab offices in downtown Vancouver on a ~9-4 schedule, although flexibility can be given to students finishing course work.

² Funding for this position is provided by Mitacs Canada and stipends are fixed. You must be a graduate student at a Canadian university to apply. No exceptions. This is not an employee position. Candidates are expected to have their own laptop.



and implementing processes for effectively intaking clients, and sharing employment information, such as job opportunities and referrals between trainers, businesses and users. The necessary structure might need to have both digital and non-digital components in achieving the goal of supporting people to access employment and self-employment opportunities.

Your role will be to:

- Learn about and become familiar with the needs of the users of the Lux
- Map out the journey of various users as they interact with the Lux
- Prototype the service delivery model with real-time feedback from users at the Lux
- Identify infrastructure to support ongoing operations such as software, hardware, as well as social infrastructure
- Document 'how to' adopt selected systems, tools, and processes

Is this you?

- You're an experienced process and information designer, and have a knack for prototyping and testing new ideas
- You're business savvy and keen to solve problems as they evolve
- You know how to choose the right tool for the job, you have experience researching and identifying technology solutions for a variety of problems
- You're creative, resourceful, and can work independently
- You are self-aware, and can work alongside a diversity of stakeholders, including individuals with barriers to employment
- You are fascinated with new economic models. You think the economy is something that should work for people, and you want to contribute your skills and talent to making that happen.

Deliverables:

1. Service design blueprint for various user groups of the Lux
2. Analysis of technology to support software/hardware needs of the Lux
3. Systems, Tool and Process Guide for any technologies or processes adopted
4. Project Case Study and Final Outcomes Report due to LEDlab
5. A minimum of two blogs about your experience as an LEDlab Project Coordinator

How to Apply:

Please visit http://ledlab.ca/201718_hiring/ for an overview and instructions on how to apply by midnight June 13th, 2017.