**NOTE TAKER TEMPLATE**

**Table Theme: Human Resources and Demographics (Table #1)**

**Issues and Opportunities**

1. The seasonality of work, pay levels and lack of benefits packages (e.g., health and dental insurance, pensions) can make it difficult to attract and retain workers, especially younger workers.
2. There are fewer people to take on leadership, mentorship and volunteer board roles.
3. Training opportunities to learn new required skills and inform Boards of employer obligations are limited.
4. There is no credential system for working in the community sector and that would help professionalize the sector**.**
5. The community sector would be well served if more youth and persons of different diverse backgrounds were drawn to and involved in the sector.
6. There is limited information on the role, impact and issues of women in the sector.
7. Some jobs could be shared across organizations, presenting possibilities in areas such as fundraising, fund development or social marketing.
8. The value of volunteerism must be promoted and celebrated.
9. The community sector can offer flexibility, which is considered a perk by certain demographics.
10. Government employment programs are not optimally aligned with sector needs, activities and timelines.

Other

1. Supportive leadership within the non-for-profit sector (e.g., mentorship, peer support) (identified by Groups 2 and 4).
2. Succession training – attracting people, but also getting people transferring out (identified by Group 3).

**Group 1**

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| **Issue/Opportunity** | **What action(s) must be taken to address the issue or seize the opportunity?** | **What barriers stand in the way of implementing these actions? What are they and what must be done to remove them?** |
| Issue/Opportunity #1:  2. There are fewer people to take on leadership, mentorship and volunteer board roles | * Shift focus from terms like “Volunteering” and “Non-profit” to “Social Enterprise” - this being valued and recognized by youth. Social Enterprise is trendier. The traditional term of ‘voluntary’ has evolved. Value discovery and promotion to youth and other sectors. * Introduce a tax credit for volunteering. * Legislate a volunteer time requirement for employees with organizational support. | * Communication. |
| Issue/Opportunity #2:  7. Some jobs could be shared across organizations, presenting possibilities in areas such as fundraising, fund development or social marketing | * Increase communication amongst organizations around areas to collaborate. Explore what jobs can be shared (e.g., social marketing). | * N/A |

**Group 2**

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| **Issue/Opportunity** | **What action(s) must be taken to address the issue or seize the opportunity?** | **What barriers stand in the way of implementing these actions? What are they and what must be done to remove them?** |
| Issue/Opportunity #1:  2. There are fewer people to take on leadership, mentorship and volunteer board roles. | * Educate around issues that deter individuals from being involved in the sector (Will I get in trouble if I do this?). * Clearly identify volunteer opportunities that are available (e.g., on a website). * Expand professional development opportunities with zero costs (e.g., human resource-related) and provide a certificate/recognition that shows you availed of that training opportunity. | * Barriers to shared experiences – remove communication barriers amongst organizations that could work together to further understand each other’s challenges. |
| Issue/Opportunity #2:  1. The seasonality of work, pay levels and lack of benefits packages (e.g., health and dental insurance, pensions) can make it difficult to attract and retain workers, especially younger workers. | * N/A | * N/A |

**Other Comments:**

* + Good leadership throughout is required but particularly board-related.
  + The value of volunteerism needs to be promoted.
  + We need a better understanding of how we all contribute to success – how we contribute to the greater good and what is the ‘greater good’. Partnership, collaboration and engagement should be entrenched within the sector.

**Group 3**

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| **Issue/Opportunity** | **What action(s) must be taken to address the issue or seize the opportunity?** | **What barriers stand in the way of implementing these actions? What are they and what must be done to remove them?** |
| Issue/Opportunity #1:  7. Some jobs could be shared across organizations, presenting possibilities in areas such as fundraising, fund development or social marketing | * Establish a partnership broker to help support shared positions and find/designate quality, skilled individuals to help people collaborate. * Use Common ground to begin the process of partnerships and collaborative work. * Increase the number of shared spaces. | * Turf protection. * Reporting is confusing and complicated. * Shared resources often lack understanding from government about the value of the resources shared and the organization that do so. * Funding and support to bring people together. |
| Issue/Opportunity #2:  1. The seasonality of work, pay levels and lack of benefits packages (e.g., health and dental insurance, pensions) can make it difficult to attract and retain workers, especially younger workers (women). | * Re-evaluate and increase transfer payments and provide more flexibility within the budget envelope. * Explore pension opportunities and supports for the sector (and perform an environmental scan). * Re-evaluate the Guaranteed Income Supplement, drug plan requirement, and RRSP allocations. | * Lack of core funding. Government needs to understand that staff are required to do the job. * Many workers in the sector do not have the ability to pay into a pension. * People cannot retire because they cannot afford to. |

**Other Comments:**

Issue/Opportunity # 4 – There is no credential system for working in the community sector and that would help professionalize the sector**.**

* + Need to dispel this myth. Provide the list of credentials that do (i.e. project management certificate, partnership brokering credentials).

**Group 4**

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| **Issue/Opportunity** | **What action(s) must be taken to address the issue or seize the opportunity?** | **What barriers stand in the way of implementing these actions? What are they and what must be done to remove them?** |
| Issue/Opportunity #1:  2. There are fewer people to take on leadership, mentorship and volunteer board roles. | * Increase leadership understanding and opportunities for youth. * Create a shared space where people can share their credentials and organizations can share their needs (i.e., a volunteer bureau). * Increase understanding and availability of the Community Capacity Building program within government and others like it. | * Lack of direction (information) on how to form a non-profit organization. * Fear and unwillingness to do a business plan. * Lack of appropriate training (e.g., social worker to business operator) |
| Issue/Opportunity #2:  7. Some jobs could be shared across organizations, presenting possibilities in areas such as fundraising, fund development or social marketing | * Support and fund an Executive Director Network – include need identification and planning. * Create more professional development opportunities within and external to government. | * Competition amongst organizations and fear. * Unwillingness to share information (i.e., turf protection). |