



**POSITION
AVAILABLE
Executive Director**

The John Howard Society of Kawartha Lakes and Haliburton (JHSLH) is recruiting a passionate and highly motivated Executive Director (ED) to lead its professional, dedicated team. JHSLH is a dynamic, growing, not-for-profit organization dedicated to effective, just, and humane responses to crime and its causes. JHSLH is committed to delivering quality programs that achieve and demonstrate the best outcomes for its clients, according to their needs. Working with an evidence-based methodology and through a framework of diversity, equity and inclusion, our aim is to expand our range of services to meet the complex needs of our clients and the community, while strengthening, deepening, and broadening the impact of current programs and services.

POSITION SUMMARY:

Reporting to the Board of Directors of JHSLH, the ED provides leadership, vision, and strategic oversight to the agency's diverse operations and is responsible for a team of 35+ staff members and an annual budget of approximately \$3 million.

Salary Range: \$91,132 – \$106,612

Benefits: Benefit and pension packages are available subject to eligibility criteria.

KEY RESPONSIBILITIES:

Leadership: Lead JHSLH's senior leadership team in the spirit of consultation, collaboration, and open, respectful communication through a lens of anti-oppression and anti-racism.

Strategic Planning: Support the development and achievement of the vision and key goals of the JHSLH Board through the development of a Strategic Plan.

Operational Planning and Oversight: Ensure that the operations of JHSLH meet the expectations of the Board and funders, in accordance with the policies of the organization, pursuant to the Strategic Plan and in keeping with relevant policies and legislation.

Program Planning and Management: Ensure that the programs and services offered by JHSLH reflect evidence-based practices, the culturally diverse needs of the communities JHSLH serves JHSLH's mission as well as the priorities of the Board.

Human Resources Planning and Management: Establish a positive, healthy, inclusive, diverse and safe work environment in accordance with all internal policies, best-practices and relevant legislation, reflecting a servant-leadership style. Maintain a positive and productive relationship with Union representatives.

Financial Planning and Management: Manage JHSLH funds in accordance with the Board-approved budget as well as contracts with funders, ensuring sound financial practices, strong internal controls and consistent and detailed financial reporting.

Community Relations and Stakeholder Engagement: Communicate with public, media, community stakeholders, clientele, and organizational networks to keep them informed of the work, purposes, and positions of the organization, to identify the benefits of the services provided and to collaborate when in the best interests of our clients.

Education:

Bachelor's Degree in Social Services. Masters would be an asset.

Experience:

A minimum of five (5) years in senior executive and leadership roles in the not-for-profit or public sector (ideally with specific experience providing services in community social and criminal justice settings). Experience in a union setting preferred.

SKILLS:

- A demonstrated ability to work effectively with a Board of Directors, supporting it in fulfilling its governance and development responsibilities.
- Proven leadership skills including the ability to generate respect and inspire confidence from the Board, staff, government officials, and other key stakeholders.
- Demonstrated high level of knowledge and skills in human resources management and best practices.
- High level of financial literacy including budget development, financial monitoring and reporting.
- Superior problem-solving, negotiating and facilitation skills.
- Ability to develop and implement successful culturally specific programs.
- Ability to lead and manage an organization through an anti-oppression anti-racism framework.
- Excellent communication skills, both oral and written, to give JHSLH a strong, credible voice in the justice sectors and facilitate community engagement, partnership-building, public relations, marketing, and fundraising.
- Proficiency in the English language(s) required and the ability to speak additional languages an asset.

Passion:

Above all, the successful candidate must demonstrate genuine dedication to JHSLH's values and mission.

Position Starts: August 15th, 2022

To Apply: Interested candidates should submit a résumé and letter of interest to the Hiring Committee via email at: edhiringcommittee@jhscklh.on.ca by Monday May 30, 2022.

Please Note: *The John Howard Society of Kawartha Lakes and Haliburton is an equal opportunity employer. We are particularly interested in encouraging qualified applicants from all communities that reflect the diversity of the individuals and families we serve. We are committed to a selection process and work environment that is inclusive and barrier-free.*

We would like to take this opportunity to thank all those who apply and advise that we will be responding only to those selected for an interview. JHSLH offers accommodation for applicants with disabilities in its recruitment processes. If you are contacted regarding a job opportunity, please advise if you require accommodations