



Executive Director Permanent Full-Time

Who we are:

Rainbow Youth Centre provides a comprehensive program of activities and services aimed at helping young people prepare for the transition from adolescence to a healthy and productive independent adult lifestyle.

Vision

Empowered youth, family, community.

Mission

To engage, educate, and inspire youth and families to lead their best lives.

Values

Integrity - The intention of acting with honesty and being accountable for our words, thoughts, and actions.

Diversity - Creating an environment of acceptance, with the understanding that individuals are unique.

Encouragement - Supporting others and recognizing positive attributes.

Collaboration - Working together towards a common goal.

Growth - Continuous evolution of individual, agency, and community.

What you will be doing:

Reporting to the Board of Directors, the Executive Director provides strategic direction and executive leadership to a team of professionals to fulfill the organization's vision of empowering youth, family and community. The Executive Director is responsible to provide leadership in maintaining an effective offering of programs to the community. The following are the primary responsibilities of the Executive Director role.

- 1) Provides leadership and oversight in the strategic management of the organization by:
 - Development and implementation of the organization's strategic plan for the approval by the Board of Directors
 - Overseeing operations to ensure efficient and effective use of the organization's resources
 - Monitoring and providing regular reporting to the Board on progress towards the strategic objectives
- 2) Provides leadership and oversight in maintaining effective governance by:
 - Providing timely, accurate and relevant information to the Board of Directors to support decision-making
 - Providing effective support to the Board in employing governance best practices
- 3) Provides effective program management and support to the organization by:
 - Developing program proposals that meet the needs of the community
 - Monitoring and providing leadership to program supervisors on project objectives and workplans
 - Monitoring and providing leadership on maintenance of programs
 - Providing case management of the program supervisors
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- 4) Providing human resource leadership for the organization, including performance management, coaching, recruitment, and union relations
 - Providing effective supervision to the Finance Officer and Program Supervisors
 - Provides effective relationship management with the organization's partners, sponsors, vendors, and stakeholders.
 - Collaborate with key stakeholders in the maintenance of the organization's program delivery
- 5) Act as a spokesperson for the organization

What you will need:

- A bachelor's degree in human services and/or equivalent combination of education and experience.
- At least five years of management experience, working with non-profit and unionized organizations.
- Experience working with a board of directors and knowledge of corporate governance.
- Experience successfully generating new revenue streams and improving financial results.
- Advanced knowledge of the non-profit industry, business model, funding options and its best practices.
- Knowledge of the local community and the needs of the Rainbow Youth Center clients.
- Proven communication, relationship management, conflict resolution and negotiation skills
- Working, strategic management and enterprise risk management
- Strong leadership skills
- Valid driver's license;
- Police Record Check.

Who you are:

You are a high level strategic thinker and planner, an inclusive leader with the ability to convey the organization's strategic future to the staff, board, and partners. You are committed to achieving Rainbow Youth Center's strategic goals and objectives ultimately enhancing the community. You are an excellent communicator and easily builds relationships. You have a strong work ethic and high degree of energy that follows through with action.

To Apply: Please submit resume, cover letter and references to Hiring Committee at minga79@yahoo.com by **October 15, 2021**.

Questions regarding this opportunity can be directed to Dominga Robinson, Chair of the Board of Directors, Rainbow Youth Centre at minga79@yahoo.com

Rainbow Youth Centre is committed to building a diverse staff team and strongly encourages applications from indigenous candidates.