



Job Posting: Executive Director

Community Counselling and Resource Centre (CCRC) is a people-first organization. We work to help people strengthen their lives and promote community well-being. Since 1956, CCRC has responded to the needs of individuals and families living in Peterborough City and County who are facing issues related to conflict in the home, relationship issues, housing instability, risk of homelessness, over-indebtedness or other challenges to their well-being.

Annually more than 6500 individuals and families access services through CCRC's programs: Professional Counselling, the Housing Resource Centre, Credit Counselling, the Community Service Order Program and Employee Assistance Program.

Reporting to the Board of Directors of CCRC, and leading a highly engaged and committed team of managers and staff, the Executive Director is responsible to lead and manage all aspects of CCRC's operations and services. The Executive Director implements the overall strategic direction of the agency and is accountable for all aspects of human resources, programs, property and finances.

We are seeking an individual who believes in and embodies CCRC's vision, mission, values and operating principles. The successful candidate will provide strategic, creative and strong leadership to the agency. This is an outstanding opportunity for a passionate and values-based professional with a desire to further the work of a well-established and respected organization in Peterborough.

Professional Attributes

The successful candidate for this position:

- Has knowledge and experience working in the non-profit sector, including working with a Board of Directors.
- Is a forward thinker who is confident in imagining and developing community programs and partnerships.
- Has a demonstrated ability to lead programs that adhere to CCRC's vision, mission, values and goals.
- Has a thorough understanding of management, financial and human resources best practices and has successfully led diverse teams of staff and volunteers.
- Will ensure revenues and expenses are managed with a long-term, strategic view and are aligned with the organization's goal to allow CCRC to thrive and maintain long-term financial viability.
- Has the ability to provide positive, motivating and collaborative leadership that will maintain an open, cohesive workforce with a high morale and aligned with CCRC's purpose.

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- Has exceptional verbal, interpersonal and presentation skills and the ability to effectively interface with a range of national, provincial and community partners, accreditation bodies, media, funders, donors and other stakeholders.
- Has demonstrated skills in developing, implementing and reviewing short and long-term strategies for communications, marketing and fundraising with the highest regard for CCRC's vision and values.
- Has knowledge, passion and a proven track record in advocating for social justice.

Qualifications:

Minimum of MSW or academic equivalent.

Minimum of five years' management experience in a field related to family services.

Demonstrated leadership and administrative abilities.

Awareness and understanding of all services provided by CCRC.

Committed to developing an inclusive workplace in the community we serve, CCRC encourages people of all cultures, genders, sexual orientations, religions, abilities, ages, political affiliations, races and ethnicities to apply for this position.

How to apply:

By November 23, 2018, please apply with your cover letter and resume in PDF format by email to: executivesearch@ccrc-ptbo.com.

Please note that this job posting and the full job description are posted on CCRC's website: www.ccrcc-ptbo.com under About – Employment & Volunteer.

If you require an accommodation anytime throughout the hiring process or for additional information please contact Search Committee Chair, Charlie Martin, at executivesearch@ccrc-ptbo.com.

We thank all applicants for applying; however, only qualified candidates selected for an interview will be contacted.

