



# Executive Director Opportunity

*~ No child who does not want to be alone should ever have to be ~*

## **ABOUT ROSSBROOK HOUSE:**

In 1976, Sister Geraldine MacNamara and a group of inner-city youth created Rossbrook House; a neighbourhood drop-in centre dedicated to providing a safe environment for children and youth living in the inner-city of Winnipeg. In the decades since, Rossbrook House has become a safe place for children and youth to belong, play and learn, and become...

With a dedicated team of staff, Rossbrook House provides community-based services and support in a caring, non-judgemental environment. It provides alternative school programs, daily meals, after-school programs, and activities including a young mother's group, leadership activities, music program, and Indigenous and cultural activities.

## **ABOUT THE OPPORTUNITY:**

Rossbrook House is seeking an Executive Director (ED) to provide leadership to a team of loyal staff and volunteers to achieve its goals and strategic objectives. With a direct link between the passionate donors of Rossbrook House and the mission to provide a safe environment and effective programming, the ED will act as a bridge-builder and report to both the Rossbrook House Board of Directors and the Rossbrook House Foundation Board. The ED plays an integral role providing oversight of all day-to-day operational activities. This community-driven leader will work with a variety of stakeholders, and act as a key spokesperson for the organization. The ED will help to create a strong future that maintains the spirit of Rossbrook House, and also continues to meet the needs of children and youth in the inner-city of Winnipeg.

## **KEY RESPONSIBILITIES:**

- Execute the vision and goals and establish organizational objectives to achieve optimal performance.
- Be accountable for core functions including strategic planning, fund development and operational management.
- Provide strategic day-to-day leadership and direction to staff and volunteers responsible for service delivery, programming, fundraising, and effective operations, and respond to emergent strategic priorities as needed.
- Lead in the planning and execution of various programs and adjust to the needs of participants as they evolve.
- Develop a succession planning strategy to proactively prepare the organization for upcoming retirements.
- Evaluate the current corporate structure and provide insight for effective future functioning.
- Identify new areas for collaboration, build integrated partnerships, and support overall advancement for Rossbrook House, including stewardship of current and prospective donors.
- Promote the core culture of youth-centered service delivery and ensure a safe atmosphere with a sense of belonging.
- Continue to strengthen the community profile of Rossbrook House, foster relationships with key stakeholders and establish strategic community partnerships with allied organizations and government.

## **SELECTION CRITERIA:**

- Post-secondary education in social services, business, or other relevant discipline; equivalent professional experience may be considered.
- Senior progressive leadership experience and ability to mobilize and develop teams.
- Experience working in a non-profit setting, including working with a Board of Directors.
- Successful track record of budget management and oversight of financial operations.
- Demonstrated ability to develop effective relationships with various internal and external stakeholders.
- Present and inspirational leader with the ability to coach, mentor and influence.
- Exceptional interpersonal, communication, and conflict management skills.
- Visible and approachable professional with a calm demeanour and compassionate nature.
- Knowledge of and experience with Indigenous cultures and traditions and a demonstrated understanding of, and sensitivity to, working with culturally diverse populations, coupled with a passion for social justice.

***To apply to this opportunity, please send an updated resume and cover letter to Jen Sklar quoting project #40125 to [jen@harrisleadership.com](mailto:jen@harrisleadership.com)***