

Opportunity to guide and inspire the organization through a period of growth, change, and a new facility!

The Organization

Winnipeg Inner City Missions (WICM) was formed in 2003 as an inner-city church program. Now a stand-alone entity, WICM is a non-profit charitable organization committed to providing a healthy community for children, youth and families. Inspiring life-long learning and building social and personal well-being, WICM assists people who want to reintegrate into society, providing subsidized housing, supporting adults to upgrade their education and achieve employment, and children's after school and summer camp programs. Note: website needs updating - WICM no longer operates the thrift store. <https://wicm.ca/>

The Opportunity

Reporting to the Board Chair, the Executive Director (ED) is responsible for the successful leadership and management of the organization according to the strategic direction set by the Board of Directors.

Responsibilities

- Oversee WICM's day-to-day operations and staff; establish a positive, healthy and safe work environment.
- Develop and maintain an operational plan which incorporates goals and objectives of WICM's strategic direction.
- Lead the Board of Directors in the development and execution of a strategic plan.
- Keep the Board apprised of key performance indicators, ensuring the Board has opportunity to engage in key decisions.
- Keep the Board apprised on emerging issues, priorities, and current affairs that impact WICM and the community.
- Act as spokesperson and representative for the organization.
- Represent the organization at community activities to enhance the organization's community profile.
- Develop and maintain policies for the approval of the Board and develop procedures accordingly.
- Oversee the planning, implementation, and evaluation of WICM's programs and special projects.
- Oversee the management and maintenance of all buildings and facilities including planning for facilities improvement.
- Act as Landlord for Place of Hope and have knowledge of Residential Tenancies Branch landlord/tenant procedures.
- Work with the Board to prepare the annual budget, administer funds and monitor monthly cash flow.
- Establish good working relationships and collaborative arrangements with community groups, funders, politicians, and other organizations to help achieve the goals of the organization.
- Oversee the development of fundraising plans including communications such as targeted letters, newsletters, and events.

Selection Criteria

- Bachelor's Degree in a relevant discipline and/or equivalent experience in related non-profit roles preferred.
- 5+ years of progressive management in a voluntary sector non-profit organization.
- Financial, human resources, and administrative acumen.
- Knowledge of current community challenges and opportunities relating to the mission of the organization.
- Knowledge of Indigenous people particularly in terms of historical context, traditions, and teachings.
- Knowledge of the impacts of poverty, addictions, violence, homelessness, and dependency on the community.
- Knowledge of community supports and resources for families experiencing poverty, homelessness, and addictions.
- Experience working with a board of directors.
- Willingness to work some evenings and weekends to accommodate board activities or to represent the organization at public events.

To apply, send resume and cover letter to alora@harrisleadership.com quoting project #40135.