



JOB POSTING

Position: Executive Director

Salary:, dependent upon education and experience.

Full-time (35 hours per week)

Umbrella Multicultural Health Cooperative is a member-driven, not-for-profit, community health centre. Our members are people who face language and cultural barriers accessing health care. Our mission is to provide practical access to affordable and holistic health care services that are appropriate in culture and language for those without access to health security.

We are seeking a flexible, collaborative and future-focused Executive Director who will provide operational oversight and support the organization in leading initiatives to strengthen our organization. With expertise in people leadership, financial management and advocacy our Executive Director will ensure a strong organization that can meet exciting future opportunities.

The ED is responsible for nurturing the organizational culture, operationalizing the strategic goals, and ensuring the operational capacity of the organization to deliver on its mission. The ED provides internal leadership and creates a work culture that empowers a diverse inter-disciplinary team of professionals. The ED is also responsible for developing and maintaining external relationships, cultivating partnerships, identifying and growing income streams.

The ideal candidate has 5 years of executive level experience in a nonprofit or charitable environment, a master's degree in a related field and brings the following to the role:

- Excellence in organizational management with the ability to set and achieve strategic objectives, manage a budget, and foster an effective, collaborative team
- Experience working with a Board of Directors with the ability to cultivate board member relationships
- Experience working with diverse, immigrant, and refugee communities
- Strong community relations experience with the ability to engage and influence a wide range of stakeholders and cultures
- Ability to motivate, lead, and empower others to achieve goals within an inter- professional team environment
- Action-oriented, adaptable, and innovative approach to operational and program planning
- Ability to work effectively and build trust in collaboration with diverse groups of people
- An innovative mindset and learning orientation, continually looking for opportunities to improve and enhance
- Broad understanding and ability to apply lens of social justice, health equity and the migration experience with compassion and understanding for communities served

Key Accountabilities:

People Leadership

- Fosters an environment that empowers staff to reach their full potential, creates a sense of belonging and delivers high quality services working within an interdisciplinary and diverse team

- Ensures effective processes to set goals, track progress, and regularly establishes evaluation criteria to measure successes

Financial Accountability

- Develops resources sufficient to ensure the financial health of the organization.
- Identifies, recommends, and executes on opportunities to build and grow new revenue streams

Program and Operations Management

- Oversees and implements budgets and resources to ensure appropriate operations of the organization
- Designs expansion plans and completes planning process for existing operations and new programs

Advocacy & Communications:

- Promotes and represents the organization in the community and acts as the primary face and voice for the organization.
- Builds strong working relationships with all stakeholders
- Oversees all aspects of communications with the goal of creating stronger awareness and community support

Governance

- Plays a collaborative leadership role in strategic planning with the board and implements that plan with the leadership team.
- Communicates board policies and decisions to the leadership team

UMHC offers a competitive compensation package that includes health and dental benefits and a flexible work environment.

Interested candidates can send a cover letter and resume to board@umbrellacoop.ca Only short-listed candidates will be contacted, and the position will remain open until filled.