

## **JOB POSTING – EXECUTIVE DIRECTOR, CENTRE 454**

February 14, 2014

The Anglican Diocese of Ottawa is seeking a dynamic, visionary, collaborative and strategic leader and community builder for the position of Executive Director, Centre 454.

### **About the Centre**

Centre 454 is a highly regarded day-program providing a wide range of drop-in support services and social recreational activities for individuals who are homeless or at risk of homelessness. Spiritually based, the Centre offers a safe and welcoming place to belong, for men, women and their children, in a community rooted in dignity and respect. Centre 454 is one of five community ministries of the Anglican Diocese of Ottawa, funded by all levels of government, and, since 1954, has been working closely with local businesses, community and church groups, donors and volunteers.

### **The Position**

The full time Executive Director reports to the Director of Mission of the Diocese. S/he is responsible for the strategic direction and overall operations of the Centre. Working with a dedicated staff of 14, the Executive Director is tasked with positioning the Centre within the Diocese and the broader community in such a way that it is sustained within its \$1.2 million budget and at the same time able to respond to the evolving needs of its participants. The Executive Director works closely with a volunteer management board and a larger diocesan community that provides direction and support to the Centre.

### **The ideal candidate will possess:**

- Experience with individuals experiencing homelessness or living in poverty and knowledge and respect for their reality;
- Proven commitment to advocacy and social justice;
- A desire to work within the philosophy and values of a faith-based organization;
- Knowledge of government funding contracting and delivery;
- Values based, collaborative interpersonal and group leadership skills;
- Strong oral and written communication skills for diverse audiences;
- Visioning and strategic thinking skills;
- Proven problem solving and decision making abilities;
- Experience in financial management, including donor and funding development;
- An ability to implement policy and procedures and evaluate outcomes;

### **Minimum qualifications:**

- Post-secondary education in social work, public administration, or related discipline
- Five years supervisory or management experience in social services

The Anglican Diocese of Ottawa is an equal opportunity employer offering a competitive salary and benefits package, commensurate with experience. Please send an electronic copy of a cover letter and resume, by March 10, 2014, to [454-EDsearch@ottawa.anglican.ca](mailto:454-EDsearch@ottawa.anglican.ca). Applications should be addressed to:

Peter John Hobbs, D.Min  
Director of Mission  
Anglican Diocese of Ottawa

We thank all who apply. Only those selected for an interview will be contacted.