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Inclusion Clare is located in Nova Scotia's Municipality of Clare, an area known for its rich Acadian culture. A bilingual organization, Inclusion Clare's philosophy is embedded in high quality services, support and advocacy for adults with diverse abilities. This philosophy represents the organization's values of respect, culture, equity, moral courage, self-direction, learning together, community support and creativity.

The Role:

Reporting to the Board of Directors of Inclusion Clare, the Executive Director will inspire, engage, empower and provide sound operational and fiscal management and strategic direction to a small but passionate team. You will work closely with the Board to set and enhance policies, programs, and strategies that guide the organization and advance the vision of becoming a leader within the community. You will be accountable for leading a team of over 30 who provide support services to 34 residents and participants in two (2) Adult Residential Homes, as well as participants of Inclusion Clare's Day Program.

You will develop, sustain and foster effective and respectful working relationships with a variety of stakeholders including community partners, funding agencies and staff. Your skill in developing existing and new social enterprises will be an asset. You will provide administrative and human resources direction, develop and monitor quality improvement and risk management strategies, and ensure sound fiscal management for Inclusion Clare's Adult Residential Homes and its Day Program which provide programs and services in accordance with the *Homes for Special Care Act*.

Qualifications:

The ideal candidate will possess post-secondary education, ideally within human services. Demonstrated experience working successfully within this sector, in a senior management position, will be considered. You have five or more years of senior leadership experience, strong business and financial acumen (including a working knowledge of Sage), and are highly proficient and comfortable managing budgets, programs and general operations of an organization. Experience working with individuals with diverse abilities in the not-for-profit sector is preferred. Fluency in English and French is required.

Interested?

If you are interested in this exciting opportunity, please apply **by 4:00 pm on December 21, 2022**.

Thank you in advance for your interest. Only applicants selected for an interview will be contacted. Applications are to be sent to the attention of the **Administrator** via bonjour@inclusionclare.ca. Please ensure to include '**Attention Administrator**' in your subject line.

For more information, contact Inclusion Clare at bonjour@inclusionclare.ca or call 902-300-5492.