

Executive Director
Kitsilano Neighbourhood House
(Internal/External Posting)

The Association of Neighbourhood Houses of BC (ANHBC) is currently seeking an experienced executive to join our senior management team and provide leadership to the Kitsilano Neighbourhood House (KNH).

As a visionary leader and strategic thinker, the successful candidate will demonstrate a proven record of strong leadership skills and an ability to work effectively and collaboratively with staff, volunteers and a volunteer Community Board, as well as funders, community partners and local groups, in order to achieve the organization's mission and goals.

Accountability:

Working within the ANHBC senior management team, the Executive Director of KNH reports to the CEO of ANHBC with respect to operational and association-wide responsibilities and has functional accountability to the KNH Community Board with respect to the priorities at the local community level. The successful candidate will lead a passionate and dedicated team of 30 plus staff, hundreds of volunteers and be responsible for an annual budget around 1.7 million.

Qualifications:

- At least 5 years of senior level management/leadership experience at a similar sized organization, ideally in a not-for-profit environment;
- Relevant graduate degree or higher; an equivalent combination of education and experience will be considered
- Strong strategic planning skills; must be able to connect vision, mission and strategic goals and develop work plan to achieve them;
- Strong leadership and organizational development skills; experience with coaching and mentoring emerging leaders is highly desirable;
- Excellent verbal and written communication skills; the ability to write coherent proposals and reports and to articulate, reframe and present complex ideas and messages is essential;
- Knowledge of community development principles is essential;
- Excellent interpersonal skills and an ability to build and nurture internal and external relationships;
- Experience in fund development and grant writing;
- Broad knowledge and experience in place-based strategies, community development initiatives and social programs/services;
- In-depth knowledge of Vancouver's West Side community, able to maintain KNH as a leader on the West Side of Vancouver;
- Experience managing affordable housing and able to apply a philosophy of community building to housing operation;
- Experience and knowledge of human resource management, financial management, administration and program management, development and evaluation; and
- Knowledge of additional languages and cultures will be considered a great asset.

This is a regular full time position; salary commensurate with experience.

For more information about the Association of Neighbourhood Houses of BC and the Kitsilano Neighbourhood House, please visit www.anhbc.org.

The Association of Neighbourhood Houses of BC is an equal opportunity employer. We place a high value on diversity and encourage qualified individuals from all backgrounds and identities to consider applying for the position. All qualified individuals are encouraged to apply by noon Monday May 16, 2016, in confidence, to:

Ms. Lily Chen, CHRP, Human Resources Director, ANHBC
#203 – 3102 Main Street, Vancouver, BC V5T 3G7
Email: lchen@anhbc.org

To help us track our recruitment effort, please indicate in your cover letter where you found this posting.

We thank and acknowledge all applicants and will proactively contact those selected for interviews.

Association of Neighbourhood Houses of British Columbia
Member Houses: Cedar Cottage NH, Alex NH, Frog Hollow NH,
Gordon NH, Kitsilano NH, Mount Pleasant NH, South Vancouver NH and Sasamat Outdoor Center