



EXECUTIVE DIRECTOR

For more than forty years Independent Living Services has provided high quality services to disabled individuals who reside in Simcoe County.

After many years under the helm of a long tenured Executive Director, ILS is seeking a new leader. Reporting to the Board of Directors this senior manager will assume responsibility for providing quality services to our clients while maintaining a safe and healthy environment for clients and staff.

Key Responsibilities

- Overseeing the ongoing operations of the organization to ensure that its goals, objectives and service standards are met, and that these are congruent with legislative, regulatory and other legal requirements.
- Liaising with the North Simcoe-Muskoka Local Health Integration Network (NS-M LHIN) or equivalent, the Ministry of Health and Long Term Care (MoHLTC), other funders, community organizations, institutions, and the community at large.
- Providing resources and advice to the Board of Directors to support their governance responsibilities, within the by-laws and incorporation documents.
- Managing and directing staff in a manner consistent with established Board policies and the collective agreement.
- Providing leadership in the development and deployment of quality initiatives that supports continuous quality improvement of consumer services, operations, and best practices,
- Maintaining an effective system to meet the requirements of the Occupational Health and Safety Act.
- Ensuring the development and implementation of appropriate operational policies and procedures.
- Keeping apprised of trends and relevant changes in the service system, government and society, so that timely and appropriate responses can be made to any potential impact on the organization.
- Seeking opportunities to build and nurture interest based relationships with other agencies, organizations and funders to ensure a comprehensive approach to effective and efficient service delivery.
- Providing leadership in the development and implementation of the Agency's annual and strategic planning initiatives.

Qualifications and Skills

- Post Graduate degree in the area of Health, Human Services or Public Administration.
- Five years related senior management experience in a health or social service not-for-profit agency, including experience with not-for-profit boards;
- Experience in the functional areas of Financial and Human Resource Management.
- Experience and knowledge of working with community based organizations, and effective knowledge of available resources.
- Working knowledge of relevant legislation e.g., Home and Community Care Act, Accessibility for Ontarians with Disabilities Act, Privacy Act, and Local Health System Integration Act.
- Knowledge of the collective bargaining process an asset.
- Understanding and commitment to Independent Living and the client's right to self-determination of direct services.
- Effective oral and written communication skills.
- Effective understanding of physical disabilities with appropriate attitude and sensitivity to the needs of people with disabilities and seniors.
- A mature personality and sound judgment, with proven leadership skills.
- Effective team leader and team player.
- Strong advocacy, planning, analytical, evaluation and collaborative skills.
- A strong commitment to the inclusion of people with physical disabilities in the community.
- Experience and confidence in planning and leading organizational change.
- Familiarity with accreditation processes and procedures.
- Computer literate.
- Knowledge of Social Enterprise ventures an asset.
- Proficiency in French language an asset.

The Executive Director leads our organization from our offices in Barrie, Ontario the hub of Central Ontario. Summer and winter activities are only a short drive from Barrie with direct links to the GTA.

Individuals interested in this position should email their resume to byoung@ilssimcoe.ca or by fax to (705) 737-1874. This opportunity closes January 25, 2019.

In compliance with the Accessibility for Ontarians with Disabilities Act, accommodations are available to applicants to support them in all aspects of the hiring process. Applicants need to make their needs known in advance.