

Executive Director

Jericho Kids' Club Child Care Society – Vancouver BC

Jericho Kids' Club is looking for a dynamic **Executive Director** to lead our non-profit community based childcare organization. Jericho Kids' Club delivers its services at multiple sites on the west side of Vancouver; serving approximately 200 school aged children and their families.

We are looking for a strong leader with great energy and who is an experienced Early Childhood Educator. The Executive Director will be a creative, innovative and forward-thinking leader with exceptional strategic planning and problem solving skills.

Reporting to the Board of Directors, the Executive Director is responsible for the successful direction, leadership and management of the organization in accordance with the organization's philosophy, mission, strategic direction and annual goals and objectives and in accordance with legal, legislative and other requirements.

Applicants must have post-secondary education in family services, early childhood education, social work or related field combined with a minimum of 5 years of senior management experience in the child care sector. Financial literacy and sound knowledge of applicable legislation and policies is required. Applicants must also have excellent oral, written, facilitation and interpersonal skills and demonstrated ability to work effectively with a Board of Directors. Applicants must be able to lead and work collaboratively with staff teams and to work independently while managing multiple concurrent projects and deadlines. We are seeking someone with professional knowledge in the field of regulated childcare who also has a strong dedication to quality childcare programs. Preference will be given to applicants experienced in managing organizations with complex budgets in excess of \$900,000.

This is a full-time position based on a 40 hour week. Some evening hours are required to accommodate board and staff meetings; time for meetings is included within the salary calculation. Following a successful probationary period the position includes a comprehensive benefits package and generous vacation entitlement. The salary range is commensurate with qualifications and experience.

Please reply with cover letter outlining your suitability for this position, resume, three references and salary expectations to: board@jerichokidsclub.com.

Deadline for applications is: September 15, 2017

We thank all applicants for this position, however only those selected for interviews will be contacted.