

Employment - Executive Director

Harmony for Youth, Sarnia, is looking to hire an Executive Director for it's not for profit organization.

This individual must have minimum 5 years experience working in the not for profit sector, with a Business degree or equivalency, as well as knowledge and experience in the arts or music. This individual must be able to develop the organization's mission and objectives and promote revenue, profitability, growth and development of the organization. This individual would oversee the organization's operations to insure quality programs, and cost-effective management of resources.

- Experience in strategic planning and execution as well as managing the overall organization;
- Experience in formulating policy, and developing and implementing new strategies and procedures.
- Ability to develop financial plans and manage resources.
- Work requires professional written and verbal communication and interpersonal skills. They must have the ability to communicate and interact with other executives, corporate CEO's, and governmental officials at all levels.
- Ability to motivate volunteers, and simultaneously manage several projects.
- Must have experience in grant writing and fund-raising.
- Work requires willingness to work a flexible schedule. Work may require frequent weekend and evenings.

Please address resumes to the Board of Directors, and mark "Confidential"

Please apply in person to; 251 Campbell St. Sarnia, ON. N7T 8A8. No electronic resumes will be accepted without authorization. Please request e-mail transmission at: officeadmin@harmonyforyouth.org. No phone calls.