

- Ensure effective systems to regularly evaluate organizational progress against goals.
- Actively engage and motivate volunteers, board members, committees, alumni and funders.

Development

- Formulate and execute comprehensive marketing, branding and development strategies that will ensure consistency in our positioning, garner attention and support for our global activities and advocacy priorities and enhance revenue from major donors, foundations, government agencies and corporations.
- Strengthen and grow relationships with all relevant government agencies.
- Identify and cultivate new partnerships for ACF across the Canadian private sector, NGOs, and academic institutions aligned with the next International Strategic Plan 2016-2020.
- Deepen and refine all aspects of communications leveraging all ACF network assets – from online to external relations – in support of the pending launch of a new ACF global brand identity.

Strengthening Infrastructure and Operations

- Oversee the financial status of the organization including developing long and short term financial plans, monitoring the budget and ensuring sound financial controls are in place; set financial priorities accurately to ensure the organization is operating in a manner that supports the organizational goals and mandate.
- Promote cross-department collaboration and strengthen internal communications with staff throughout the organization; create and promote a positive, multicultural and multilingual work environment.

Recruitment of Canadian professionals

- An important responsibility of ACF-CA is to recruit qualified Canadian professionals to work in our programs around the world. The Executive Director will provide strategic advice and support to the HR team to grow the organization's ability to attract and recruit Canadian expatriates.

Qualifications

- At least five years of experience in a senior management role in a similar organization, preferably a humanitarian organization or other NGO
- Demonstrated ability for financial oversight in a leadership capacity.
- Demonstrated knowledge and success in fundraising and marketing.
- Ability and confidence to act as the national spokesperson and represent ACF Canada publicly and with other ACF network members.
- Excellent knowledge, and preferably established relationships with the humanitarian and development units of the Department of Foreign Affairs, Trade and Development.
- Understanding of major donor fundraising trends and channels both nationally and internationally.
- Fluency in both official languages would be an asset.
- A good grasp of the social, economic, political and cultural realities pertaining to the international development and humanitarian sectors.
- Excellent written and verbal communication skills.
- Demonstrated ability to lead and supervise staff.
- Able to travel in Canada and abroad.

Application closes: March 31st 2015.