

EXECUTIVE DIRECTOR POSITION

New Start Counselling is a not-for-profit counselling clinic for individuals and families who have been affected by domestic violence. New Start Counselling is looking for an experienced and motivated Executive Director, who reports to the Board of Directors, to lead the organization. The Executive Director, a primarily administrative role, is responsible for the day-to-day operations of the organization, including supervision of personnel, budget and program management. The Executive Director is the primary liaison with community, and government and key stakeholders in communicating key messages about the prevention of domestic violence and the value of prevention and counselling services.

New Start Counselling strives to create a diverse and inclusive work environment, and encourages applications from qualified African Nova Scotians, racially visible persons, women in non-traditional positions, persons with disabilities, Aboriginal persons, and persons of the LGBTQ+ community.

The preferred candidate will have the following qualifications and skills:

- Master degree in Social Work, Education, Non-Profit Management, Public Administration **OR** a comparable combination of education and credentials.
- Leadership in creating a safe and healthy work environment for both staff and clients.
- Management experience with proven decision-making abilities.
- Knowledge and experience working and managing in the area of domestic violence, child protection, individual and family counselling and the application of clinical practice.
- Knowledge and experience in the not-for-profit sector.
- Efficient administrative, organizational, computer and time management skills.
- Ability to demonstrate creativity and flexibility to develop innovative organizational responses to preventing and intervening in domestic violence at the community and individual level.
- Proficient interpersonal skills (both oral and written).
- Experience in working with a Board of Directors through the Carver model of governance.

The following qualifications would be considered assets:

- Knowledge of Narrative Therapy within domestic violence clinical practice.
- Knowledge of computer-based accounting, office management software, data collection and website development.
- Understanding of the values and principles of community networking and collaboration.
- Experience in fundraising and grant proposal writing.

The successful candidate can expect the following:

- A dynamic, creative and healthy workplace.
- Full-time position of 35 hours of work per week; Salary commensurate with experience.
- A team of competent, professional clinicians and support staff.
- Potential, through leadership, to influence growth and development in the domestic violence sector.

Interested candidates are asked to provide two documents: 1) Cover Letter, and 2) Curriculum Vitae, addressed to the New Start Board of Directors, Selection Committee, via Email: newstartcounselling1@gmail.com

**Review of applications will begin on April 1, 2021, and continue until the position is filled.*