



Huron-Perth  
Children's Aid Society

## EXECUTIVE DIRECTOR

Huron-Perth Children's Aid Society is committed to staffing a workforce representative of the diverse population we serve. We encourage applicants from African Canadian, Indigenous, people with disabilities, 2SLGBTQ+ communities to apply and to self-identify in their cover letter.

To apply to this exciting role, email a cover letter and resume to:

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FELDMAN DAXON  
PARTNERS INC.

## ABOUT THE HURON-PERTH CHILDREN'S AID SOCIETY

Located in the picturesque towns of Goderich and Stratford, Ontario, we are committed to partnering with communities to provide professional child protection services. We advocate for and protect children's rights, support, and strengthen families, and we are leaders for positive change in our community. The Society serves approximately 375 families each month and conducts more than 1,000 abuse investigations each year. It also helps more than one hundred children who are in the Society's care.

### THE OPPORTUNITY

The Executive Director is appointed by the Board of Directors and, on their behalf, provides stewardship to the agency to ensure the Board's vision, mission and values are implemented and its mandate achieved. The Executive Director is responsible for the whole of the agency and advises the Board of Directors on matters of service policy, quality, evaluation and risk, and financial and human resources. The Executive Director works cooperatively with the Board of Directors in the development of strategic short- and long-term plans and acts as representative of the Board of Directors and the agency in the community and with provincial ministries. The Executive Director assumes the responsibilities, powers and duties of a Local Director as required by the Child and Family Services Act Revised Statutes of Ontario, 1990 or its successor legislation.

### PRIMARY RESPONSIBILITIES

The **Executive Director** oversees agency strategy and business operations, provides organizational leadership, and has responsibility for external relations.

#### 1. Supporting the Board of Directors

- Conducts the work of the agency within the parameters and policies established by the Board of Directors.
- Provides accurate and timely reports to the Board on the status of service, operations, legislation, financial and human resources ensuring that they are well-informed in significant matters where the agency is at risk.
- Provides the Board with the information it requires to govern effectively, make informed decisions, ensure high quality services are provided to the communities served by the agency and monitor the overall performance of the agency.
- Acts as a professional resource to the Board in all matters related to child welfare and children's mental health or related social issues including politically sensitive issues, changing trends and client service needs.
- Ensures the agency's standard of services and operations are consistent and in compliance with applicable legislative and regulatory requirements.
- Works with the Board in the development of a strategic plan, vision, mission, and values.

- Assists with the orientation and development of the Board and its operations and the structure of its committees and promotes, builds, and maintains an effective and accountable relationship between the Board.

## **2. Agency Strategic and Business Operations**

- Communicates, implements, and evaluates the organization's strategic plan.
- Oversees the financial management system to ensure public funds entrusted to the Society are spent effectively and appropriately.
- Develops, communicates, and monitors annual service plans and sets priorities for their achievement.
- Fosters leadership development among the management and professional staff of the agency and ensures succession planning for key positions in the organization
- Represents the agency by employing problem/issue resolution and consensus building skills to manage and direct divergent views to ensure the most beneficial outcomes.
- Develops, coaches, and evaluates the senior team in their direction of agency operations and achievement of annual service plan objectives.
- Ensures quality is entrenched in services, policies, and procedures.

## **3. Organizational Leadership**

- Exemplifies behaviors, actions and attitudes that are consistent with the Society's vision, mission, and values to build and sustain a client centered, outcome-focused culture.
- Provides leadership to all staff in a manner that motivates, guides, and directs employees to the realization of the agency's values, objectives and performance expectations while maintaining a healthy and safe workplace that promotes staff participation, teamwork, and positive employee relations.
- Negotiates employee contracts and collective agreements.
- Ensures effective and efficient distribution and utilization of human resources based on established productivity levels, program goals and guidelines
- Creates and maintains a team-based environment which empowers staff to achieve positive client outcomes through cross-functional teamwork, supports coaching and collaborative problem solving, fosters recognition and demonstrates, encourages, and supports continuous learning.
- Facilitates effective response to external and internal change.
- Oversees development and implementation of human resources policies and procedures which comply with legislated requirements and address needs of staff.

## **4. External Relations**

- Represents the Society in the community and promotes, develops, and sustains effective partnerships with individuals, agencies, and external groups in support of the mission of the Society.
- Serves as the ambassador of the Society and ensures that the reputation of the agency is maintained at the highest levels.
- Establishes and maintains connections and collaborations with stakeholders that promotes sharing of values and opportunities for partnership while building rapport and the credibility of the agency.
- Ensures there is a consistent and high level of services across the municipality served by the agency and that an effective organizational presence is maintained in all communities to enable the agency to both understand and respond to their diverse needs.
- Enhances community awareness, understanding and support for the Society's goals, objectives, services, and programs. Maintains a sound working relationship with the media and uses media opportunities to bring the agency and its programs to the attention of the public.

- Maintains a sound working relationship with Ministry representatives to ensure clear communication and understanding on an ongoing basis.
- Supports the work of the OACAS and the Local Directors Section through participation in appropriate consultations, work groups, task forces, and committees and by delegating staff to assist in similar opportunities.

## **QUALIFICATIONS, SKILLS, ABILITIES, AND ATTRIBUTES**

- MSW or equivalent with 10+ years of experience at a senior level in the field of child welfare (CFSA General Regulation Section 29).
- Sound professional capabilities and leadership qualities, with an established competence in child welfare agency management and knowledge of current child welfare issues, policy, trends, and best practices.
- Excellent communication, negotiation, and media relations skills.
- Strong interpersonal, conflict management and critical thinking skills.
- Able to articulate a vision of child welfare and to mobilize people and resources to achieve the society's mission.
- Demonstrated skills in quality assurance and risk management at the organizational level.
- Ability to advocate strongly and articulately on behalf of population served.

## **ACCOMODATION**

Huron-Perth CAS is committed to creating an accessible environment for all. Accommodations are available on request for candidates taking part in all aspects of the selection process.

## **ABOUT FELDMAN DAXON PARTNERS**

Feldman Daxon Partners is Canada's longest-standing national provider of executive search, career transition, and coaching/leadership development services. For 30 years, we have been at the forefront of innovation in human resources consulting by integrating these three services. Our Executive Search practice has been locating top talent for senior executive and managerial positions on a retainer-fee basis since our firm was founded in 1991. Our unwavering set of core values and dedication to client service has allowed us to build and maintain relationships with hundreds of clients in every market sector, and across Canada. Regular communication, high quality candidate shortlists, industry knowledge, judgment, and expediency in our retainer search services are all reasons Canada's leading companies choose to partner with the professionals at Feldman Daxon.