



## **Executive Director**

PRACSS (Prince Rupert Aboriginal Community Services Society) is seeking an Executive Director. PRACSS is a non-profit society that provides and delivers a wide range of programs. For more information check our website at [www.pracss.org](http://www.pracss.org).

### **Position Summary**

Reporting directly to a Board of Directors the Executive Director will have overall strategic and operational responsibility for staff, programs, expansion and execution of its mission. The ideal candidate will possess strong communications skills and have at a minimum a degree in Social Sciences. Lesser qualifications may be considered depending on experience. A minimum of 5 years of senior management experience and experience in a non-profit environment with demonstrated and in depth working knowledge of community based programs, funding sources and community relationships. All candidates should have proven leadership, coaching and relationship management experience. Concrete demonstrable experience and other qualifications include:

- A track record of effectively leading staff; ability to cite specific examples of having developed and operationalized strategies that have taken an organization to the next stage of growth
- Commitment to quality programs and data driven program evaluation
- Excellence in organizational management with the ability to coach staff, manage, and develop high performance teams, set and achieve strategic objectives and manage a budget
- Past success working with a Board of Directors with the ability to cultivate existing board member relationships
- Strong public relations experience with the ability to engage a wide range of stakeholders and cultures
- Strong written and verbal communications skills
- Action oriented, adaptable and innovative approaches to program planning
- Ability to work effectively in collaboration with a diverse group of people
- Passion, integrity, positive attitude, mission driven and self-directed
- Must be Aboriginal

To apply send email with cover letter and resume detailing your qualifications to [pracss7@citywest.ca](mailto:pracss7@citywest.ca)  
No telephone calls please. Will remain open until filled.