



**CANADIAN MENTAL HEALTH ASSOCIATION, BRANT-HALDIMAND-NORFOLK BRANCH (CMHA-BHN)** is currently recruiting for the position of **EXECUTIVE DIRECTOR**.

**The CMHA – Brant- Haldimand Norfolk seeks an accomplished, thoughtful, and strategic leader. The Executive Director is responsible for the alignment of strategy, planning, evaluation, policy development, communications, fiscal management, and personnel to ensure the achievement of Foundation goals and outcomes. This is an exciting opportunity for a high performing, charismatic and visionary executive.**

#### **AGENCY PURPOSE/SCOPE:**

Founded in 1918, the Canadian Mental Health Association (CMHA), is one of the oldest voluntary, non-profit mental health organizations in Canada. Each year, CMHA branches provide services and support to more than 1.3 million Canadians through the combined efforts of more than 10,000 volunteers and 5,000 staff across Canada in locally run organizations in over 330 communities.

As the national leader and champion for mental health, CMHA facilitates access to the resources required to maintain and improve mental health and community integration, build resilience, and support recovery from mental illness. CMHA offices across Canada provide a wide range of innovative services and support to individuals and families of individuals experiencing mental illness.

The Canadian Mental Health Association, Brant-Haldimand-Norfolk Branch (CMHA-BHN) is responsible for providing services, support, and education to address mental health issues in Brant, Haldimand, and Norfolk counties.

CMHA-BHN shares a common vision to deliver community mental health services and promote awareness and advocacy about mental health issues; however, independent regions and branches are largely autonomous. The independence of each branch/office allows each to provide programs and services that best suit the needs of their communities.

#### **POSITION OVERVIEW:**

The Executive Director will lead a dedicated team of approximately 100 employees at CMHA-BHN to address the needs of those living with a mental health or substance use concern through community-based mental health programming.

Reporting to the CMHA-BHN Board of Directors, the Executive Director is responsible for leading the organization and ensuring the implementation of CMHA-BHN's vision, mission, and values in accordance with the Strategic Plan.

The Executive Director will provide effective leadership, and direction for overall Branch operations, including financial and human resources, planning, programming, and administration, and set the tone for management to foster ethical and responsible decision-making and appropriate management practices.

The Executive Director has various roles and responsibilities related to service delivery, program development, evaluation, financial management, consistent achievement of its mission and mandate, and fulfilling reporting requirements to the various funders.

The Executive Director is also responsible for establishing and executing major goals and objectives for the organization, implementing policies and procedures, as well as directing and guiding CMHA's many activities via the senior managers of the agency. The Executive Director analyses and evaluates the effectiveness of all organizational operations, develops and maintains organizational structure and effective human resource management, coordinates major activities through subordinates, and evaluates the performance of direct reports. As the main ambassador of the agency, the Executive Director represents the organization to regulatory bodies, other agencies, community and civic organizations, donors, funders, supporters, and to the general public.

Working closely and collaboratively with the Board Chair, the Executive Director will build and maintain strong relationships with stakeholders. The Executive Director is a passionate advocate for mental health who builds strong relationships with stakeholders and provides leadership and guidance. The successful incumbent will be a role model employer through building a wellness-oriented culture that is inclusive and engaging.

In addition, the Executive Director of CMHA-BHN is also the Acting Executive Director (AED) of HOPE (Helping Ourselves Through Peer Support and Employment).

#### **KEY REQUIREMENTS:**

Undergraduate degree or equivalent in Business and/or Healthcare Administration with commensurate skills.

A minimum of ten (10) years of management/leadership experience in a complex multi-jurisdictional not-for-profit environment.

Fundraising experience through partnerships with corporate, government, and public supporters.

Experience managing real estate assets preferred.

Proven ability to build and foster collaborative stakeholder relationships and engagement.

#### **HOW TO APPLY:**

To apply for this role, please email your resume and cover letter to CMHA Board President, Mark Solomon, at [marksolomon72@hotmail.com](mailto:marksolomon72@hotmail.com). Deadline for receipt of applications is Friday May 24, 2024, at 5:00 pm.

This posting is intended as a summary of the primary responsibilities and qualifications for this position. A full job description is available upon request. The job description is not intended to be inclusive of all duties the successful incumbent might be asked to perform or of all qualifications that may be required either now or in the future.

CMHA-BHN is an equal opportunity employer. We offer accommodation in all aspects of employment, including the recruitment process. We thank all applicants for their interest; however, only those selected for an interview will be contacted.

For more information about CMHA, please visit <https://bhn.cmha.ca/>.