



JOB POSTING:
EXECUTIVE DIRECTOR

Position Title: Executive Director
Reporting To: President, Board of Directors
Location: Fife House Head Office (Toronto) and various sites in the city

The Opportunity

Fife House exists to make sure that no one living with HIV in Toronto experiences homelessness. *Ever again.*

2018 will be an extremely exciting year including a number of brand new initiatives:

- the retrofit and renovation of 9 Huntley St.
- the Huntley Street Project, an exciting partnership with City of Toronto Shelter Services, Habitat Services and the Inner-City Health Team to deliver high support, 18-month transitional housing to 20 individuals living with HIV/AIDS with complex health issues, who are coming out of the shelter system
- engaging in amalgamation discussions with another housing partner
- developing and delivering a support and care coordination program on-site at Seaton House in the infirmary/Annex Program and the Long-Term Stay program
- Fife House's 30th anniversary celebrations

Fife House is rooted in the principles of social justice and rests on a foundation of collaboration and partnership. If you have a history of working in social justice, have leadership experience in a multi-service agency dealing with homelessness and housing, have demonstrated the ability to navigate the inherent challenges of partnership to deliver better services and want to be a leader in an organization addressing one of Toronto's most pressing social issues, then read on.

About Fife House

Fife House provides 80% of Toronto's supportive housing and support services to people living with HIV/AIDS. Since 1988, we have worked at the intersection of three issues: homelessness/housing operations, support services and HIV/AIDS.

We recognize the importance of collaboration and partnership to deliver meaningful and impactful service to our clients. We bring together expertise from the health and housing sectors to co-create effective support and housing solutions. Critical to our mission and effectiveness, we view our role through a social justice lens.

Fife House owns or delivers property management services for 3 buildings and delivers supports and services to approximately 300 residents each year. We also run and manage a number of related projects and programs, assisting over 400 homeless people living with HIV/AIDS to access housing and shelter options and to link them with medical and health supports and community programs. Fife House has a regular staff of about 40 with an additional 35 community /casual staff.

About You

You are the ideal candidate if you:

- Have vision as well as the practical leadership experience, strategic thinking and problem-solving abilities to lead Fife House during this upcoming period of growth and beyond.
- Offer calm, steady, present leadership to manage the dynamics and unpredictability that can be a reality for a housing organization providing 24/7 support.
- Treat everyone with respect and recognize that success is a result of the effort of everyone involved. You believe leadership's role is to provide an organizational framework in which staff, volunteers and clients have the opportunity to participate collaboratively towards the common goal of making life better for clients and residents.
- Lead with humility and are equally capable of proudly sharing the organization's accomplishments with stakeholders in the wider community.
- Believe in the principles of social justice as they relate to homelessness and HIV/AIDS. You can point to experience working productively to address social justice issues.
- You are effective in leading and supporting collaborative initiatives. Through your experience, you have developed effective strategies and tools to build and facilitate strong relationships and to creatively adapt to challenges as they arise.
- Your experience spans interactions with everyone from clients, staff, Board and volunteers to senior executives, policy makers, major donors, institutional funders and political actors.
- You know how to support fundraising professionals, giving them autonomy to do their job and while asking the right questions at the right time to ensure goals are being met. You can work effectively with the Board of Directors and act as a champion for the philanthropy program.
- You have participated in negotiations leading to organizational amalgamations and have overseen significant renovation or rebuilding initiatives.

Qualifications

Knowledge, skills and abilities

- Knowledge of leadership and management principles as well as applicable legislation related to non-profit/voluntary organizations
 - Particular knowledge of multi-funded agencies and cross-sector collaborations
 - Knowledge/awareness of sectoral responsibilities (municipal, provincial, federal) related to HIV/AIDS and housing
 - Knowledge and understanding of the principles of GIPA (the Greater Involvement of People living with HIV/AIDS) and MIPA (Meaningful Involvement of People Living with HIV/AIDS)
- Experience in current community challenges in health care and housing; particular familiarity with health sector accountabilities and reporting systems
- A minimum of 5 years experience in leadership/management roles in housing, homelessness or closely related sectors including Board governance, strategic planning, program management, advocacy, risk management and cross sector collaboration
- Strong financial acumen
- Fully proficient with technology and productivity tools including Excel, Word, PowerPoint, Outlook and internet

Application Procedure:

To learn more about this opportunity and/or to apply please submit a cover letter and resume to annekemp@cathymann.ca

Applications may be accepted until March 15th, 2018. Applicants are encouraged to apply early as we will be moving forward with interviews as appropriate candidates are identified.

No phone calls, please. We thank all applicants for applying however, only those selected for an interview will be contacted.

Fife House values include social justice, inclusion and equity. We encourage qualified applicants living with HIV and from diverse backgrounds to apply and self-identify.