

# Leaders

INTERNATIONAL

---

Executive Search

VANCOUVER

EDMONTON

CALGARY

SASKATOON

WINNIPEG

TORONTO

OTTAWA

MONTREAL



OPPORTUNITY PROFILE [EXECUTIVE DIRECTOR](#)

LOCATION: [VICTORIA](#)



**BC Healthy  
Communities**

the right people

## BC HEALTHY COMMUNITIES SOCIETY | EXECUTIVE DIRECTOR

### CONTENTS

THE ORGANIZATION	BC HEALTHY COMMUNITIES SOCIETY	1
THE OPPORTUNITY	EXECUTIVE DIRECTOR	2
	Key Responsibilities	2
THE PERSON		4
	Required Qualifications	4
	Competencies and Personal Characteristics	5
COMPENSATION		6
CONTACT		6



## THE ORGANIZATION

## BC HEALTHY COMMUNITIES SOCIETY

BC Healthy Communities Society (BCHC) is a not-for-profit organization that supports the creation of healthy, sustainable, and equitable communities. Through capacity-building grants and services, BCHC works with municipalities and other stakeholders across British Columbia to foster community resilience and well-being. The BCHC team collaborates with a range of local and Indigenous governments, and other organizations to provide capacity supports, resources, and support to strengthen the health and sustainability of communities.

Since 2012, BC Healthy Communities has distributed over \$1M in grant funding to communities across the province to help them build communities that support health and well-being.

BC Healthy Communities Society (BCHC) believes it is possible – and necessary – to create communities where it's easy for citizens to be healthy and well. They also believe that by making choices with community members' health in mind, communities can move towards economic, environmental and social sustainability.

As a non-profit team of planners, public health specialists and community engagement practitioners, BC Healthy Communities operates at the intersection of planning and public health – a unique vantage point. At the heart of these disciplines is a fundamental commitment to equity – ensuring that systemic disadvantages don't get in the way of community members' aspirations for their lives and the lives of their families.

To learn more, please visit BC Healthy Communities Society's [website](#)





## THE OPPORTUNITY      EXECUTIVE DIRECTOR

The Executive Director (ED) provides strategic leadership to BCHC, overseeing the organization’s programs, partnerships, and administration. The ED is responsible for implementing the vision, mission, and strategic direction of the organization as determined by the Board of Directors. This role requires an individual with a passion for healthy communities, experience in leading non-profits, and the ability to manage and inspire a small team while working closely with municipalities and other partners.

### Key Responsibilities

#### Leadership & Strategy

- Lead BCHC’s organizational strategy and ensure alignment with its mission to support the creation of healthy and sustainable communities;
- Working at the provincial and national level, act as the primary spokesperson, building and maintaining relationships with key stakeholders, including funders, local and Indigenous governments, funders, and community health promotion organizations;
- Develop and implement the organization’s strategic plan, working closely with the Board of Directors and staff;
- Cultivate a collaborative and positive organizational culture that promotes staff development, innovation, and inclusivity.



### **Program Development & Oversight**

- Oversee the strategy, design and delivery of capacity-building grants, programs, and services to municipalities across British Columbia;
- Ensure that all programs are effectively designed, executed, and evaluated to meet the needs of communities;
- Seek out and develop opportunities for new programs, partnerships and collaborations that align with BCHC's strategic priorities.

### **Fundraising & Financial Management**

- Develop and implement fundraising strategies, including diversifying BCHC's revenue sources;
- Manage the organization's budget and ensure the financial health of BCHC;
- Provide regular financial updates and reports to the Board of Directors.

### **Board Relations & Governance**

- Act as a liaison between the Board of Directors and staff, providing regular updates and ensuring alignment with the Board's vision;
- Support the Board in governance best practices, including strategic planning, financial oversight, and compliance with legal and ethical standards.

### **Operational Management**

- Oversee the day-to-day operations of the organization, including staff management, administration, and organizational policies;
- Foster a supportive and inclusive work environment that encourages staff well-being and professional growth;
- Ensure compliance with all relevant legislation, regulations, and best practices related to non-profit governance.





## THE PERSON

### Required Qualifications

- Several years of progressive experience in a senior leadership role, preferably within a non-profit or community-focused organization;
- Formal education and/or equivalent experience in planning, public health, or other related field;
- Experience working in a unionized environment an asset;
- Proven ability to build respectable working relationships with local and provincial Indigenous (First Nations, Métis, and Inuit) peoples, communities, and nations (urban and rural);
- Experience working with Indigenous-led conversations and supported Indigenous-led projects;
- Proven ability to develop and implement strategic plans and organizational initiatives;
- Strong understanding of healthy community principles, sustainability, and municipal engagement;
- Experience in fundraising, grant writing, and securing financial support from diverse sources;
- Excellent communication, negotiation, and relationship-building skills;
- Experience in managing and developing a small team;
- Strong financial management and budgeting skills;
- Familiarity with non-profit governance and working with a Board of Directors;
- A commitment to equity, diversity, and inclusion in both organizational culture and program delivery.



## Competencies and Personal Characteristics

**Leadership** – Achieves desired organizational results by encouraging and supporting the contribution of others; a proactive and positive team player who acts with a sense of urgency and leads by example; sets and communicates clear goals.

**Accountable** – Holds self and others accountable for responsibilities; focuses on results and measuring attainment of outcomes in a business focus.

**Strategic** – Develops a plan in support of organizational strategic direction. Demonstrates an understanding of the link between one's job responsibilities and overall organizational goals.

**Integrity and Honesty** – Demonstrates a resolute commitment to and respect for the spirit behind the rules and core values of the organization, setting an example of professionalism and ethical propriety.

**Influential and Collaborative** – Has an open and consistent approach to working with others and possesses strong interpersonal skills, with the ability to build relationships and develop/maintain partnerships, obtaining stakeholder agreement.

**Creativity and Innovation** – Develops new insights into situations; questions conventional approaches; encourages new ideas; designs and implements new or cutting-edge programs/processes.

**Effective Working Relationships** – Treats colleagues, and stakeholders with respect; resolves conflicts in a timely manner, negotiates effectively, and provides effective feedback to colleagues/employees.

**Communication** – Clearly presents written and verbal information; writes with clarity and purpose; communicates effectively in both positive and negative circumstances; listens well.

**People Development** – Fosters learning and development of others through coaching, managing performance and mentoring; has a genuine desire to develop others and help them succeed; formally and informally recognizes deserving staff and colleagues.

**Stakeholder Focused** – Anticipates and attends to the needs of internal and external stakeholders of the organization; keeps stakeholder interests in the forefront.





## COMPENSATION

A competitive compensation package will be provided, including a target base salary of \$110,000 with some flexibility for the right candidate, plus attractive benefits. Further details will be discussed in a personal interview.

## FOR INFORMATION PLEASE CONTACT:

Shadyar Shirmast or Greg Longster

LEADERS INTERNATIONAL EXECUTIVE SEARCH

#880—609 Granville Street

Vancouver, BC V7Y 1G5

Phone: (604) 688-8422

Email: [vancouver@leadersinternational.com](mailto:vancouver@leadersinternational.com)

**Leaders**  
INTERNATIONAL  

---

Executive Search