



## EXECUTIVE DIRECTOR

We are committed to equity, freedom from adverse discrimination and harassment, and the removal of all barriers to equal opportunity. Critical consciousness and awareness of our power and privilege are essential to becoming allies.

To apply to this exciting role, email a cover letter and resume by December 21, 2021 to:

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## ABOUT THE CHILDREN'S AID SOCIETY OF THE DISTRICT OF THUNDER BAY

The movement to establish a Children's Aid Society in Thunder Bay began in 1908 when the cities of Port Arthur and Fort William (later amalgamated in 1970 to form Thunder Bay) created the Children's Aid Society of the Electoral District of Thunder Bay. In 1916, the Society split into two separate Children's Aid Societies – one in Port Arthur and one in Fort William. The two societies later reunited in 1967 to form The Children's Aid Society of the District of Thunder Bay (CASTB). The Children's Aid Society formally opened its first children's shelter in 1922. The shelter remained in operation until 1957 when it relocated to a larger building then becoming known as the Receiving Home. The Receiving Home was closed in 1972. Until 1939, the Children's Aid Society in Thunder Bay had only one employee - the Matron of the Shelter.

Today, The Children's Aid Society of the District of Thunder Bay (CASTB) employs in excess of 100 full-time staff, has three satellite offices; Nipigon, Geraldton, and Marathon, and has a complement of over 90 foster homes providing care to children in our community.

The Children's Aid Society of the District of Thunder Bay is honoured to support Dilico Anishinabek Family Care and Tikinagan Child and Family Services, the two Indigenous Child Well Being Agencies providing mandated service to their respective members in Thunder Bay and the District.

Equitable and collaborative services are essential to supporting the best outcomes for children, youth, and families. CASTB is dedicated to pursuing a culture of diversity, equity, and inclusion, to eliminate disparity and disproportionality in service outcomes. CASTB values the identities and lived experiences of those we serve. We continually challenge ourselves to recognize the impact of power and privilege on those we serve.

## THE OPPORTUNITY

The **Executive Director** provides leadership for CASTB with overall responsibility to the Board of Directors for general management, development of organizational culture and stakeholder management. The Executive Director is accountable for implementing and achieving the strategic objectives of the Board's strategic plan and providing direction to the senior leadership team in day-to-day delivery of services to children and families. The Executive Director is responsible for the whole of the agency, advising the Board on matters of service policy, quality, evaluation, risk mitigation, finance and human resources. The Executive Director develops short and long-term plans and acts as representative of the Board of Directors and CASTB in the community and with the Ministry of Children, Community and Social Services.

## KEY RESPONSIBILITIES

- Ensures the effective delivery of services pursuant to the *Child, Youth and Family Services Act* in accordance with current Ministry regulations, standards, and Board approved policies.
- Facilitates effective communications and fosters relationships with the Ministry of Children, Community and Social Services to ensure the needs of children in the community are promptly addressed.
- Advocates publicly for the needs of children and the Agency and provides positive communications pertaining to the Agency through proactive contact with the media and the Ontario Association of Children's Aid Societies.
- Anticipates and identifies the needs of the Agency and plans, develops and co-ordinates efforts with the Board to provide services to meet the needs of children, youth and families and community stakeholders.
- Communicates effectively and regularly with the Board, staff, union, volunteers, foster parents, and the community.
- Informs the Board on a regular basis of issues that might impact CASTB and alerts the Board to any potential policy irregularities, financial, service, human resources or political issues.
- Ensures the maintenance and functioning of the Board is in accordance with CASTB bylaws and serves as ex-officio member on the Board and its committees.
- Inspires, coaches, mentors and provides performance management and professional development plans for the senior leadership team and all staff.
- Ensures that all policies, standards and procedures impacting operations are updated, implemented and regularly evaluated to ensure they are consistent with legislation and best practices.
- Takes leadership to resolve conflict or respond to complaints from clients and/or the community.
- Works with leadership, staff and the Board to ensure successful labour relations.
- Ensure proper maintenance and upkeep of all facilities owned and operated by CASTB.
- Schedules and chairs regular meetings of the senior management and management teams.
- Leads the efficient response to external audits or reviews and ensures that financial policies are adhered to and that budgets and financial reports are prepared and presented to the Board, Ministry, auditors and stakeholders to allow for transparent communications and to encourage feedback.

## DESIRED QUALIFICATIONS & EXPERIENCE

- Professional, accredited degree in social work (MSW preferred) or the equivalent with extensive operations/business planning/leadership experience in the child welfare, children's mental health or social services sectors.
- Current registration with the Ontario College of Social Workers and 3+ years' professional social work experience in a child welfare service.
- Extensive leadership and decision-making experience at a senior management or executive level, with exposure to managing a significant staff and budget portfolio and reporting to a Board of Directors.
- Experience managing organizational performance according to key performance indicators, provincial policy and best practices, ideally with an awareness of Ontario's child welfare sector and of the funding, core services and programs provided by a large child welfare organization.
- Strong financial acumen – the ability to manage multimillion dollar operating budgets, interpret financial statements and make financial decisions with significant impact while adapting to changes in funding sources.
- A track record of working with community partners, stakeholders and agencies to drive towards shared vision, goals and objectives while demonstrating a commitment to evidence-based practice and clinical excellence.
- Creativity, respect for the knowledge and skills of others, and the ability to trust and move ahead with equal, collaborative partnerships with the shared responsibility of ensuring the protection of children.

- A track record of demonstrating commitment to Equity, Diversity. Inclusivity and anti-oppressive practice and an understanding the of the history of child welfare in the context of its relationship with indigenous people, and demonstrated experience working with indigenous bands collaboratively to protect children and support families while respecting indigenous cultures, beliefs and practices.
- Experience shaping organizational culture, instilling attitudes, goals, behaviours, and values that drive continuous improvement in service to children, families and the community.
- Aptitude to work collaboratively with community stakeholders, working with internal and external leaders and facilitating the organization and partners to achieve established goals and performance metrics.

## **ANTI-OPPRESSION/ANTI-RACISM AT CASTB**

CASTB delivers services grounded in anti-racist and anti-oppressive service principles. CASTB is committed to having a workforce that is reflective of the diversity of the community and strongly encourage applications from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

## **ACCOMODATION**

CASTB is committed to a candidate selection process and work environment that is inclusive and barrier free. In order to ensure candidates are assessed in a fair and equitable manner, accommodations will be provided to prospective employees in accordance with the *Accessibility for Ontarians with Disabilities Act (AODA)* and the Ontario Human Rights Code.

## **COVID-19**

CASTB requires its employees to be fully vaccinated for COVID-19. Individuals who cannot be vaccinated due to substantiated grounds (medical and other protected grounds under the Ontario Human Rights Code) may ask the Agency to validate the exemption and request an accommodation for these rare circumstances. If approved, they will be subject to additional health and safety measures.

## **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 virtually 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.