

**Cumberland County Transition House Association (Autumn House)
Interim Executive Director
Amherst NS.**



Who we are?

Cumberland County Transition House Association assists abused women and their families through the provision of counseling, support and shelter services, and through community education and awareness. We operate Autumn House an emergency shelter for women and their children who are escaping abusive situations. A full range of services and supports are available for women and children including a 24/7 crisis line, self-help, and support groups. We provide outreach counselling and support services for women and children as well as New Directions, a program for men wishing to change their abusive behavior.

We carry out community education to maintain and promote awareness and prevention of abuse for youth; information on abuse for the community; for women in abusive relationships; for agencies, organizations, and individuals who may be in contact with abused women. We engage in social action and advocacy and lobby for improved services and legislation affecting abused women. www.autumnhouse.ca

The Opportunity

The Board of Directors is seeking an **Interim Executive Director** to be responsible for the leadership and operational management of the Association. The successful candidate will bring the confidence and ability to stay focused on the strategic goals and to move the organization forward during this time of transition. The candidate will also be a stabilizing and sensitive force for the organization, providing an environment of connection and inclusion for the staff. This position is for a five month term beginning immediately, however, based on the organization's needs, the term may be extended or redesignated to permanent, for which the incumbent may apply.

Who we are looking for?

The Interim Executive Director must:

- be a feminist, advocate, and a community leader with a deep understanding of the issues related to violence against women, and a commitment to action on these issues
- be committed to the mission, vision and values of this Association and demonstrate this commitment in all aspects of their work
- be a strategic thinker, planner, and leader in a work environment where change is constant
- effectively engage, motivate, listen and work with staff to provide quality services to woman and children with challenging, changing and complex needs
- understand and competently manage legal, government and community responsibilities and relationships; be knowledgeable of relevant legislation, regulations, and policies

- be proficient in managing and preparing budgets and financial reports; possess strong administrative and organizational skills utilizing and embracing current as well as emerging technology and tools

The successful candidate will have at least 3 years management experience in the not-for-profit sector, preferably in the violence against women sector, with experience in managing and supervising staff in a unionized work environment.

Qualified applicants are invited to submit their resume and letter of interest in one document/attachment online only, in confidence by October 13th 2017, to kmerritt@autumnhouse.ca and cite position title in the subject line.

NOTE: In your letter of interest, please respond to the following:

What are 3 key strengths that you will bring to this position?

What are 3 key words that your colleagues would use to describe you?

What are you looking for in your next position?

We request all applications be submitted online only at kmerritt@autumnhouse.ca

We thank all applicants for applying, however only candidates selected for an interview will be contacted. If someone you know may be interested in this position please feel free to forward this document.