

Executive Director
Hope Haven Society

Hope Haven Society is inviting applications for a talented and compassionate leader to be our next Executive Director. Reporting to the Board of Directors, you will be responsible for overseeing the administration, program delivery, and strategic plan for Hope Haven. Duties include:

- Managing staff in a variety of positions
- Ensuring that staff are delivering quality programming to clients from a trauma-informed perspective
- Financial management
- Grant writing and reporting
- Fundraising and stakeholder engagement
- Human Resources
- Program development

Who we are:

Hope Haven is a non-profit, charitable organization established in 1991 to provide accommodation and support to families impacted by domestic abuse. All of our services are confidential and free of charge. Programs include:

- 24-hour crisis line
- 21-bed Emergency Shelter for women and children
- 2-apartment Second Stage Shelter for women and children
- 3-unit Transitional Housing Program
- Outreach Services
- Children's Programming
- Host of the Lac La Biche and Area Family Violence Program

Who you are:

The ideal candidate will have a post-secondary degree in a relevant social service field, or another related field of study with a minimum of five years of experience in a managerial/leadership role within a social work or social services setting. Experience in employee relations and grant writing, and knowledge of gender-based violence is an asset.