



JOB POSTING
PERMANENT EXECUTIVE DIRECTOR
ADMINISTRATION OFFICE, WELLAND ONT.
FULL TIME 40 HOURS/WEEK
MONDAY TO FRIDAY

A Child's World Family Child Care Services of Niagara is a not-for-profit child care agency dedicated to providing quality child care in nineteen (19) locations in the Niagara Region. Reporting to the Board of Directors following a Board Governance model, we are seeking a dynamic and experienced Executive Director to lead our organization's vision and mission.

This is an exciting opportunity for a passionate, mission-driven individual with a strong background in early childhood education, not-for-profit leadership, and community engagement.

Key Responsibilities:

- Lead the development and implementation of the organizations strategic vision and goals.
- Oversee all child care programs, ensuring they meet the highest standards for quality, safety, and inclusiveness.
- Ensure all programs comply with Ministry of Education child care regulations and standards.
- Build and maintain relationships with ACW Educators, community partners, funders, and stakeholders.
- Work closely with the Board of Directors and finance team to maintain financial health and transparency.
- Support the Human Resources Coordinator in the recruitment and training of Educators.
- Support Program Coordinators in their role of overseeing the child care centres, promoting a positive and inclusive work culture and providing ongoing professional development opportunities.
- Support the Health & Safety Coordinator in their role of working in compliance with the Ontario Occupational Health and Safety Act and associated regulations.
- Assist in the recruitment, training and retention of Board members.
- Represent the organization in the community and advocate for child care issues.
- Support and assist with fundraising initiatives.
- Manage and report on operational and program metrics.
- Provide oversight and direction to staff, ensuring alignment with the organizations mission and objectives.

Requirements:

- Experience in a leadership role within a not-for-profit, preferably in child care or early childhood education.
- Knowledge of and the ability to meet the requirements of; The Child Care and Early Years Act, College of Early Childhood Educators, Code of Ethics and Standards of Practice, How Does



Learning Happen? Quality Child Care Niagara, Occupational Health and Safety Act, Niagara Region Public Health and any other associated regulations

- Participation in professional development and an advocate of professional development within the Organization.
- Experience working effectively with a Board of Directors.
- Board of Directors Governance experience is an asset.
- Ability to maintain confidentiality of all information related to children, families, colleagues and the community.
- Ability to maintain neat and accurate documents.
- Ability to handle emergencies, crises, hostile behaviour and competing demands
- Ability to interact in ways that demonstrate respect, trust and cooperation.
- Ability to use professional judgement based on the Child Care and Early Years Act, College of Early Childhood Educators and A Child's World Policies.
- Excellent interpersonal and communication skills.
- Strong financial understanding, with experience in budgeting, financial planning, and reporting.
- Proven experience in community engagement, advocacy, and building partnerships.
- Highly organized, detail-oriented, and able to manage multiple priorities and deadlines.
- Early Childhood Education Diploma is an asset.
- Demonstrated ability to lead a team with empathy, integrity, and a commitment to inclusivity.

Wages and Benefits

- Salary: \$117,000- \$125,000 annually. Possibly negotiated based on experience.
- Benefits: Health and dental benefit packages, accrued paid vacation, personal and sick days, Professional Development funding, financial and group retirement savings planning opportunities, wellness initiative, and an Employee assistance program.

Start Date: March/April 2025

How to Apply:

Please submit your resume, and cover letter to kim.cole@acw.on.ca. Applications will be accepted until January 16, 2025. For more information about A Child's World, visit our website at www.acw.on.ca

A Child's World welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Interviews to take place commencing the week of January 27, 2025. We thank all who apply but only those selected for consideration will be contacted and granted an interview.