



**EXECUTIVE DIRECTOR
COMMUNITY LINKS**

Community Links, established in 1992, is a provincial non-profit and registered charity that connects and supports older adults and organizations to raise awareness, take action and initiate changes that are needed to establish age-friendly, inclusive communities, with an emphasis on rural Nova Scotia.

In the midst of exciting changes underway through Nova Scotia's SHIFT: Action Plan for an Aging Population, Community Links seeks an Executive Director who will lead the organization through the next phase of our evolution as a key non-government organization dedicated to the well-being of older adults.

The Executive Director has overall responsibility for leading the organization under the general direction of a Board of Directors. Responsibilities include management of a staff of 3-5 employees, leadership and support for the Board in strategic planning, and building positive relationships with funders, partners and stakeholders.

Specific qualifications for the position include

- A minimum of five years' experience in a senior management position
- An understanding of, and experience in community development
- Excellent communication skills
- Proven ability to form and maintain good working relationships
- Experience with financial management and budgeting
- Knowledge and understanding of seniors and rural Nova Scotia
- Valid NS driving licence and access to a vehicle
- Flexibility to travel and work variable hours

Compensation is in the range of 60,000 to 64,000 with an available benefits plan.

A home office location will be considered.

For a more complete job description and information about the organization, visit www.nscommunitylinks.ca

Please submit a resume and cover letter by email only by September 6, 2018 to Director@nscommunitylinks.ca