

Logic Executive Search and Workplace Solutions is proud to partner with the Chatham-Kent Hospice Foundation (CKHF) in the search for an Executive Director based in Chatham, Ontario.

The CKHF is a community-focused organization that is dedicated to raising the funds and awareness needed to support the compassionate, end-of-life Hospice care offered by Chatham-Kent Hospice. It functions as the fundraising and community engagement arm needed to ensure that Hospice care remains accessible and high-quality for all.

CKHF's dedication to compassionate care and community engagement has made it a beloved and respected organization within Chatham-Kent. Their work ensures that families facing one of life's most challenging transitions can do so with dignity, support, and peace. The CKHF stands as a testament to the power of community-driven care, where every contribution, big or small, helps to make a meaningful difference.

The CKHF is looking for a collaborative, community-focused leader to serve as the Executive Director. Reporting to the Board of Directors, the successful candidate will be responsible for building relationships throughout the Chatham-Kent community, driving fundraising initiatives, and continuing to foster a culture built on respect, integrity, accountability, compassion, community, and excellence.

BUILDING RELATIONSHIPS AND COMMUNITY ENGAGEMENT

- Serve as the public face of the CKHF, fostering meaningful relationships with donors, community partners, and stakeholders.
- Maintain and strengthen the CKHF's trusted reputation within the Chatham-Kent community.
- Develop and implement donor engagement strategies, including stewardship programs and planned giving initiatives.
- Attend community events to increase the CKHF's visibility and engagement.
- Build strong partnerships with the Chatham-Kent Hospice, social service organizations, and local businesses.
- Manage media relations for both the CKHF and the Hospice as appropriate.
- Promote compassionate care, philanthropy, and advocacy as central themes of all community interactions.

PEOPLE AND ORGANIZATIONAL LEADERSHIP

- Lead, mentor, and inspire a dedicated team to achieve organizational goals.
- Foster a supportive, collaborative, and accountable workplace culture that values empathy and teamwork.
- Promote professional growth and development for staff through mentorship and training opportunities.
- Ensure work-life balance and flexibility to support employee well-being.

- Provide clear direction, set performance expectations, and foster accountability across all roles.
- Ensure effective team communication and coordination to maintain a well-functioning, high-performing organization.

STRATEGIC PLANNING, GROWTH, AND INNOVATION

- Lead the development and execution of multi-year strategic plans in collaboration with the Board and Hospice.
- Identify and implement new fundraising strategies and diversified revenue streams.
- Monitor trends in healthcare and the non-profit sector to align strategic goals with emerging opportunities.
- Strengthen donor retention strategies while cultivating new relationships for long-term growth.
- Evaluate and improve communication, marketing, and engagement strategies to ensure long-term sustainability.
- Identify and implement technological advancements to improve service delivery, engagement, and operational efficiency.

FINANCIAL MANAGEMENT, ADMINISTRATION, AND BOARD SUPPORT

- Develop and manage the annual budget, in addition to monitoring revenue streams.
- Ensure responsible financial stewardship and transparent reporting practices.
- Approve expenditures and monitor financial performance to meet revenue and expense targets.
- Oversee financial reporting, audits, and compliance with regulatory requirements, including Imagine Canada Accreditation standards.
- Manage donor information with respect to privacy and confidentiality including database, donor communications, and donations receipting processes.
- Maintain strong relationships with the Board, providing regular updates on financial health, operational priorities, and strategic initiatives.
- Serve as the primary liaison between the Board and the CKHF, supporting strong governance practices and fostering strategic alignment.

QUALIFICATIONS AND EXPERIENCE

- Post-Secondary degree or diploma in business, non-profit management, fundraising, marketing, or other related fields.
- Minimum of 5+ years of progressive leadership experience leading and inspiring collaborative and accountable teams.
- Proven experience in fundraising, event management, donor relations, or marketing within a non-profit or social services environment.
- Financial management experience including budget preparation and analysis.

- Demonstrated experience in relationship-building with donors, community partners, and stakeholders.
- Exceptional communication skills, including public speaking, media engagement, and stakeholder relations.
- Technological proficiency, including experience with CRM (Customer Relationship Management) systems.
- Previous experience working with, reporting to, or sitting on a Board of Directors.
- Compassionate and empathetic when working with families, donors, and community members involved in palliative care.

For more information about the CKHF, please visit <https://chathamkenthospicefoundation.com/>

CKHF is dedicated to creating a workplace that reflects the diversity of the communities we serve. We value diverse perspectives and experiences, and encourage individuals from all backgrounds to apply, including those who may not meet every requirement listed.

Please forward a copy of your resume and cover letter in confidence to Angelo DiDonato, Senior Recruitment Specialist at Logic Executive Search and Workplace Solutions via email at angelo@logicexecutivesearch.com.

Applications are being accepted until Monday, March 17th, at 4:59PM (EST)

To speak with one of our Executive Recruiters, please contact us at 1-877-227-9548. We thank all those who apply for this role, however, only those selected for an interview will be contacted.

Logic Executive Search and Workplace Solutions is committed to providing accessible employment practices that follow the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Should you require accommodation during any phase of the recruitment process, please let our recruitment team know.