

## Maternity Leave

### Senior Director of Housing, YWCA Regina

The YWCA Regina exists to support and empower women, children and youth in addressing their diverse needs in the realization of their full potential, which benefits all. And further, it exists so that:

- Women, children and youth are safe, secure and free from abuse,
- Women, youth and children are empowered and supported in making healthy choices,
- Women, youth and children are making independent choices and are taking responsibility for their lives, and
- Women, youth and children work towards a better world for themselves and others.

#### **Position Description**

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Under the supervision of the CEO and as a member of the Senior Director team, the Senior Director of Housing has a primary responsibility of advancing the strategic direction of the association through giving leadership to its housing department. The Senior Director of Housing will work cooperatively with the CEO and other senior directors to build organizational capacity through new initiatives and by maintaining departmental functions and efficiencies. The Senior Director of Housing will contribute to a healthy team culture amongst management staff that enhances collaboration, with a respectful approach to challenging association issues.

#### **Responsibilities include:**

*Housing Department:* The Senior Director will have the primary responsibility for the YWCA Housing Department. This includes, but is not limited to, developing and maintaining high quality programs, including ensuring policies, procedures and programming is consistent with best practices in the field; overseeing recruitment and retention in all housing programs; supervising, coaching, and providing leadership and guidance to Director of Women's Housing and Director of Children's Housing. The Senior Director is also responsible for creating and reporting on outcomes and being accountable for communicating results; as well as developing and monitoring budgets

*Community Engagement:* The Senior Director will be responsible for developing and maintaining positive relationships with funders and other community agencies. This includes working on community solutions to family homelessness, violence against women and children's welfare. The Senior Director will participate, along with other community agencies, on community committees and special projects.

*Development:* In partnership with the Senior Director and Director team, the Senior Director of Housing will develop new YWCA Regina initiatives and partnerships, including the development of yearly business plans and budgets that focus on meeting association strategic priorities. The Senior Director of Housing will also advocate for government and community support to shine light on and increase support to women, children and families. In addition, in partnership with the Senior Director team, she or he will develop partnerships with other community organizations, businesses and community members in order to further develop the strategic priorities of the YWCA Regina.

**Qualifications:**

- A degree in social sciences, human services and / or business OR an equivalent combination of education and experience
- A proven leader with increasing scope of responsibility in the human services field, that includes direct service delivery and functional leadership experiences
- Extensive experience building effective relationships with diverse groups of individuals, including staff who are physically located in different workplaces
- Solid understanding of community based organization functions and business functions
- Evidence working closely with and in collaboration with community partners leading in collaborative solutions to problems
- Cultural awareness, and respect for women of various backgrounds.

**Hours of Work:** Flexible schedule based on 37.5 hours a week to meet the demand of the association

**Length of Employment:** Maternity Leave (position starting October 2017)

**Closing Date: October 2nd, 2017**

**Please send resume:**

**Melissa Coomber-Bendtsen, CEO**

**YWCA Regina**

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