



The AIDS Network (TAN) is pleased to be recruiting for the following full time position;

Executive Director

The AIDS Network (TAN) is a registered charitable organization, offering HIV education, prevention and support services to the 1.8 million people living in the communities of Hamilton, Halton, Haldimand, Norfolk and Brant since 1986. TAN employs a team of 12 people and is actively supported by over 90 volunteers. Our main office is located in downtown Hamilton.

Position Summary:

The Executive Director's leadership will advance The AIDS Network's Vision, Mission, Values, Governance and Operational Policies and Strategic Plan.

We are looking for a highly credible, authentic, perceptive and results oriented leader with a proven track record of successful planning, influencing, and implementing the strategic and financial plans of an organization and who has demonstrated the ability to fundraise, write proposals, and advocate. If you are self-directed and progressive with the ability to create, articulate a vision, lead change, build positive working environments and relationships and inspire a team, please consider this opportunity.

The Executive Director is accountable to the Board of Directors and is directly supervised by the President of the Board.

You will be a leader who has:

- Expertise in the development, management, implementation and evaluation of all aspects of an organization.
- Strong leadership and decision-making skills including self-awareness, and confidence to work in an energetic and dynamic environment.
- A strong track record in fundraising and proven success in proposal writing.
- Understanding and respect for the importance of the Greater and Meaningful Engagement of People who have HIV/AIDS in our work.
- The ability to lead and inspire a management team, informed by an understanding of the impact of HIV and the dynamics for staff working in this field.
- Knowledge of and the ability to engage with the diverse communities that are most vulnerable to HIV transmission.

Qualifications:

- Minimum 5 years of senior management experience preferably as the Executive Director of a non-profit organization or equivalent working experience.
- Knowledge of leadership and management principles as they relate to non-profit/voluntary organizations.
- Demonstrated financial management skills including working with budgets and financial statements.
- Previous experience and success in fundraising proposal writing, grant applications and sponsorship requests.
- Significant knowledge of current challenges within the communities that we serve and opportunities relating to the mission of our organization.
- Proven ability to build and maintain community partnerships.
- Significant experience mentoring and coaching others, and motivating high performing teams.
- Demonstrable ability to promote and work within a harm reduction approach and an anti-racist, anti-oppression framework.
- Excellent oral and written communications skills.
- Strong computer skills including spread sheets and databases; comfortable in Microsoft Office; WORD, EXCEL, POWER POINT; and internet and research proficiency.

Application Details:

To learn more about The AIDS Network, please visit our website and review our mission, values, recent annual report and strategic plan.

TAN offers a competitive salary and health benefits. We are committed to the development of a staff team that reflects the diversity, strength and talent of the communities we serve. We therefore encourage applications from the diverse communities that are affected by HIV/AIDS. People who are HIV positive are encouraged to apply. All applications will be held in strict confidence.

Application deadline: please apply by email with your resume and covering letter no later than **Thursday September 17, 2015**. Please email your application to **edsearch@aidnetwork.ca** and indicate in the subject line **“ED RECRUITMENT”**.