

## **Executive Director**

**Position Type:** Full-time; Permanent

**Salary:** \$65,000 to \$70,000 per annum with vacation  
+ a comprehensive benefits plan



**LAKESHORE ARTS**

2422 LAKESHORE BLVD. W.  
TORONTO, ON . M8V 1C4  
416 201 7093

LAKESHOREARTS.CA  
@LAKESHOREARTS

CONNECTING COMMUNITIES  
THROUGH ART

Based in beautiful South Etobicoke and steps away from Lake Ontario, Lakeshore Arts is looking to recruit a new **Executive Director**. The Executive Director provides overall strategic guidance and planning in all organizational activities. This individual will lead a team of managers who oversee programs, operations and communications.

**About the Organization:** Lakeshore Arts (LSA) is an award winning not for profit community arts organization founded in 1993. The organization is dedicated to engaging all peoples using multidisciplinary art forms as a way of enriching lives and strengthening Toronto's communities. We are one of six Local Arts Service Organizations (LASOs) in the city of Toronto who work collaboratively to support the community arts sector, aligning with the 2018-2022 Economic Development and Culture Divisional Strategy of inclusion and equity in geographic areas outside the core.

Our values embrace accessibility, transparency and respect focusing on creating impact using the arts as a catalyst for community engagement. Our programmatic framework integrates an anti-oppression and equity lens in its development and evaluation.

**Position Description:** Reporting to the Board of Directors, the Executive Director is responsible for the professional leadership, overall operations and day-to-day management of Lakeshore Arts. As well as being the face of the organization to its many stakeholders, the role of Executive Director includes financial management and budgeting, project management, policy development, Board liaison, grantsmanship, advocacy, marketing, and human resources.

The Executive Director must be able to establish and maintain effective working relationships with staff, artists, educational institutions, community partners, corporate, government and individual donors and funders, as well as maintaining a strong presence in the arts sector.

### **Qualifications**

- Minimum 5 years' experience in an operations and senior management role
- Experience working or volunteering in the non-profit sector
- Demonstrated ability to manage key constituent relationships
- Strong knowledge of fiscal management and responsibility
- High level of integrity, transparency, confidentiality and accountability
- Sound analytical thinking, planning, prioritization and execution skills
- Demonstrated change management skills through negotiation and facilitation
- Track record of improving operational productivity and performance
- Demonstrated visible and engaged collaborative leadership style

- Proven effective communicator
- Experience in government relations and advocacy
- Practical experience handling HR issues at a management level

### **Working Conditions**

- The position requires flex hours, with some evening and weekend work required

### **To Apply:**

If interested, please submit your resume and cover letter as a single document pdf to **[marijana@lakeshorearts.ca](mailto:marijana@lakeshorearts.ca)**.

Applications will be reviewed on a rolling basis and interviews will tentatively take place the weeks of June 15 and 22, 2020.

We thank all applicants for their interest; however, only those candidates selected for interviews will be contacted.

LSA is an equal opportunity employer and we approach hiring practices through an equity lens and pledge to: *include a salary range or rate of pay in job postings when possible, provide transparency in hiring timeline and dates, offer an opportunity for feedback for candidates who attend interviews, make any accommodations possible during the recruitment and hiring process and continually make improvements to break down barriers to employment.*

***Please note, our office is on a second story walk-up that isn't wheelchair accessible or may be difficult for those with mobility limitations.***

*LSA is located in Etobicoke/Adobigok (Place of the Alders in the Ojibwe). This territory was subject of the Dish With One Spoon Wampum Belt Covenant and we are grateful to have the opportunity to live and work in this territory alongside many Indigenous people from across Turtle Island.*

For more information about Lakeshore Arts, please visit our website: [www.lakeshorearts.ca](http://www.lakeshorearts.ca)