

Amata Transition House Society  
Attention Donna Dorosh  
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Executive Director Position

Amata Transition House Society (ATHS) is located in Quesnel, British Columbia. The Society is a non-profit, non-political and non-religious organization, operating from a feminist philosophy. The ATHS provides 24-hour support and short-term accommodation to women and children who have experienced or are at risk of experiencing abuse. We provide a range of services through education, advocacy, and support, working alongside other community agencies and resources in Quesnel.

The Society is seeking a leader who is a self-starter with proven **management**, communication and relationship-building skills. She will ensure all programs and activities of the Amata Transition House are consistent with the Society's mission, mandate and philosophy. The Executive Director will work to maintain good working relationships with other community agencies and funding agencies. She will provide ongoing Board support, and will work closely with the Society Board, staff, and other stakeholders to ensure that the needs of the women and children it serves remain the main focus of the Society. The Amata Transition House staff is governed by a union contract, and the Executive Director position is the only non-union position in the house.

#### Qualifications

Our ideal candidate will have:

1. demonstrated skill in managing human resources, labour relations, fiscal oversight, general operations, and community relations;
2. a university degree in Business Administration or Social Sciences;
3. experience working with disadvantaged groups, and familiarity with housing a wide range of women with different needs;
4. a sound knowledge of transition house operations and a feminist analysis of violence against women and children;
5. the ability to work effectively under pressure and in emergency situations while managing multiple concurrent projects.

The successful candidate leads from a respectful, ethical and co-operative approach that advances the mission and values of the Society while fostering a team environment.

This position is regular full-time and may involve some evening and/or weekend work, for an average of 35 hours per week. Wages are commensurate with education and experience.

Start date: **September 15, 2017 (negotiable)**. Please forward the following to the **email** or address above, including: cover letter, résumé of all relevant work - paid or unpaid, and names of three referees (including their current contact information).

Competition Closing Date: 4:30pm, **July 31st, 2017**. We would like to thank all applicants for your interest. We will acknowledge receipt of your application; however, only those selected for an interview will be contacted

*Quesnel (pop. 23, 000) offers an ideal balance of community spirit, amenities and recreational opportunities. This picturesque city is located at the confluence of the Fraser and Quesnel Rivers, and is well-connected by road, rail, and air. The local industries include forestry, mining, tourism and agriculture, and this healthy community offers affordable housing, indoor and outdoor recreational opportunities and natural splendour that supports a balanced lifestyle.*