

# POSTING



## DEPUTY EXECUTIVE DIRECTOR Temporary Full-time (until return of incumbent)

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The Deputy Executive Director of Options Community Services Society is part of the Executive Team, along with the Executive Director and other Deputy Executive Directors. The Executive Team, under the direction of the Executive Director, is responsible for the overall management of the Society.

OCS is a large multi-service organization offering programming in early years, employment, family and children's intervention, homelessness, housing, mental health, stopping the violence, newcomer settlement, and youth services.

We are seeking candidates with extensive experience, knowledge, and skills relevant to our services.

### DEMONSTRATED SKILLS AND ABILITIES

- Demonstrates a commitment to the mission, vision and values of Options.
- Demonstrated leadership in the field of social services.
- Extensive experience designing, supervising and implementing programs relevant to the range of programming provided by Options and in particular, in mental health, homelessness, housing and stopping the violence programming (domestic violence).
- Sound knowledge of various government service systems (i.e. Health Authorities, BC Housing, MSDPR, MCFD, etc.) and funding/contracting practices.
- Working knowledge in a variety of program service areas, beyond homelessness, housing and mental health
- Sensitive to and respectful of cultural and lifestyle diversity.
- Demonstrated leadership in developing new organizational initiatives and supporting current initiatives.
- Demonstrated initiative in developing innovative strategies to achieve organizational goals.
- Proven proposal writing skills.
- Knowledgeable about quality improvement and accreditation.
- Proven integrity in developing relationships with others.
- Excellent working relationships with funding agencies and community based service provider agencies.
- Demonstrated experience supervising, mentoring and developing front line and supervisory personnel.

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**NOTE: Applicants not selected for an interview will not necessarily be notified.**  
Options Community Services Society is an equal opportunity employer  
committed to hiring a diverse workforce.

Posted: 01/09/18

OCS Posting #:A21036

- Demonstrated leadership amongst peers and mentorship/support to co-workers.
- Excellent demonstrated ability to deal effectively with difficult human resource situations.
- Competent with various digital & communication applications and technologies.
- Highly developed communication skills (written/verbal) and conflict resolution skills.
- Well developed time management and organizational skills, and ability to meet deadlines.
- Strong financial budgeting and budget monitoring skills with the ability to respond to and plan for changing financial needs.

#### **EDUCATION, TRAINING, AND EXPERIENCE**

- Five or more years of progressively senior level management experience in community social service environment.
- Master's degree or equivalent combination of education and experience in a human service related field.
- Knowledge and experience working with communities in the Lower Mainland and Fraser Region is an asset.

\* An eligibility list will be maintained for up to 6 months

**CLOSING DATE:** January 23, 2018

**PLEASE APPLY TO:** Christine Mohr, Executive Director  
Options Community Services Society  
Email: [Christine.Mohr@options.bc.ca](mailto:Christine.Mohr@options.bc.ca)

**Please include a cover letter clearly indicating the posting number A21036 and outlining your qualifications and related experience for the position.**