



EXECUTIVE DIRECTOR, CULTURAL PROGRAMMING (Full-time)

Profile Summary

We are searching for a progressive leader to transform and elevate the cultural programming for Villa Charities. The individual will carry forward our mission to enrich lives through experiences and services that honour Italian culture and heritage and capitalize on the legacy that Villa Charities has created. Building on its strong reputation and past success, the organization is now poised to grow and promote new avenues of cultural programming and engagement to achieve our vision of inspiring people to explore the Italian in all of us.

We are seeking an experienced Executive Director with a broad vision, a profound understanding and a passion for leading and developing our cultural vision. With a talent for connecting communities with arts and culture, the Executive Director has the ability to assess and respond to community interests in creating opportunities that enliven and enhance the individual and collective experiences.

A respected leader, you will explore and develop a broad network of cultural based organizational partnerships. Through the evaluation of the current and development of new programs, determine the optimum program mix and how best to promote and create cultural experiences that are strategically aligned with the interests of the organization and broader community. A strong leader and facilitator, you will motivate and inspire your team of creative program staff to attain their goals and the organization's strategic cultural priorities.

As the head of the Arts, Youth and Culture department, your cultural and educational portfolio includes art, dance, music, theatre, literary, language, culinary, heritage and other related strategic priorities you help to identify.

Key Accountabilities & Responsibilities

As the Executive Director, you will be part of an innovative cultural organization. You have the vision, passion and communication skills to raise awareness that the organization is a vibrant cultural hub for all to access. You have a proven track record of engaging with a variety of stakeholders and to work with groups from diverse social economic and cultural backgrounds.

With a passion for the role you will demonstrate commitment to the organizations values, through input and support for the design, development and implementation of intergenerational cultural strategies, initiatives and plans to enhance the organization's creative, cultural and artistic reputation. You will develop creative opportunities that support social, economic and cultural inclusion. By exploring new avenues and being receptive to inquiries from potential community

partners; identify areas of mutual interest, and prepare and implement recommendations for further action to develop innovative and inspiring public programs, while evaluating and ensuring program objectives are being met.

Building on your knowledge and research you will anticipate emerging issues and challenges, identifying and implementing responsive solutions to preserve and enhance our cultural and heritage programs, resources and services.

PROGRAM PLANNING

- Direct the development, planning, implementation and evaluation of all cultural organizational programming including historical archives and a virtual museum
- Seek to create partnerships with community and organizational groups for the delivery of cultural programming
- Develop a strong rapport with all delivery partners
- Ensure that the programs and services offered by the organization contribute to the mission and reflect the priorities of the organization
- Accountable to preserve and enhance all of the organization's cultural investments

LEADERSHIP & MANAGEMENT

- Develop and implement a multi-year Cultural Strategic Plan that supports the VCI Strategic Priorities
- Engage a diverse workforce to ensure effective teamwork, performance, innovation and continuous learning
- Explore and identify relevant arts and cultural grants
- Provide imaginative leadership and vision to achieve the highest level of creative excellence and professionalism
- Develop and manage the annual operating budget and other revenue-generating programs through service reviews, benchmarking, best practices etc.
- Ensure proper systems, procedures and policies are in place for effective and efficient operation of all aspects of cultural programming and the delivery of services
- Transparent and high integrity leadership
- Implement change management and performance management programs
- Project management skills to assess organizational needs, resources and risks; setting priorities and deadlines, monitoring progress toward goals; lead the monitoring and evaluation of programs
- Exceptional organizational skills, along with a high level of professionalism and diplomacy
- Commitment to the highest standards of customer service and professionalism
- A self-starter with strong initiative
- An ability to develop strategic partnerships with local, national and international arts and cultural organizations that are aligned
- An ability to represent the organization with honour and integrity at all times. An excellent listener, observer, communicator and facilitator

Qualifications Required

- The ideal candidate will be a graduate of a post-secondary program in a related discipline
- Established, experienced and committed leader with 7 to 10 years of senior who has demonstrated full-time professional leadership of a cultural or community-based organization
- Must be able to establish and maintain effective working relationships with artists, cultural organizations, educational institutions, community groups, corporate and individual supporters and maintain a strong presence in the performing arts sector
- Must be a strategic planner and thinker with fluid, flexible approaches to problem solving and the ability to adapt to changing circumstances and at the same time detail oriented and able to juggle multiple priorities and timelines.
- Understanding of good governance practices
- Applied knowledge of the not-for-profit sector, particularly the arts, culture and heritage (ACH) sector, would be an asset
- Knowledge of cultural policy and cultural development and capacity building in the ACH sector
- Awareness of the models and the roles of arts councils and grant programs in the development of arts and culture
- Ability to communicate in Italian would be a strong asset

COMPENSATION AND OTHER BENEFITS:

Villa Charities Inc. offers a competitive salary, flexible work schedule, a comprehensive benefits package including a free gym/health club membership (on-campus), and much more.

If you are interested in an opportunity to make a difference and a lasting impact, work with an agile, collaborative, progressive, and high-performing team; **please apply with your resume and cover letter at careers@villacharities.com by October 30th, 2020.**

We thank all applicants for their interest. Only those selected for an interview will be contacted.

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act and Villa Charities' policies, a request for accommodation will be accepted as part of Villa Charities' hiring process. To avoid any delays in the recruitment process, if you require accommodation to apply or if selected to participate in an assessment process, you must provide your accommodation needs in advance. You may also be required to submit adequate medical/other documentation to Human Resources to support your request for accommodation.