

Luke's Place is seeking an inspiring and strategic Executive Director

to lead our trauma-informed, not-for-profit organization into its next chapter. We're looking for a visionary and skilled leader who can turn big ideas into action—driving forward our strategic plan, championing key initiatives, and ensuring our daily operations run seamlessly. If you are a feminist who is passionate about making a lasting impact for women who have been subjected to intimate partner violence, we want to hear from you!

Who We Are

Luke's Place is an award-winning centre of excellence in family law support for women who have been subjected to intimate partner violence. We provide legal support and summary legal services to hundreds of women and their children across Ontario annually and share our expertise with thousands of service providers, lawyers, and other professionals through training, resources, and ongoing collaborations.

Luke's Place conducts research to understand the impact of legal and related systems and processes on women's lives. We engage in and lead advocacy at the provincial and national levels to share these findings and improve laws, policies, systems, and processes. Luke's Place envisions a family law system that promotes healthy, safe families living free from abuse and the threat of abuse.

Position Overview

The Executive Director ensures the implementation of Luke's Place's mission and mandate in accordance with its intersectional feminist values and guiding principles through effective strategic and operational leadership and community collaboration. The Executive Director works with the Board and management to develop and implement the organization's strategic priorities and is responsible for ensuring the sustainability of Luke's Place.

Key Responsibilities

Governance:

- Active involvement with the Board and its committees
- Key contributor to strategic planning
- Develop and implement operational policies efficiently and effectively

Community Relations and Media:

- Serve as the spokesperson for the organization with the media and the public

- Represent the organization on relevant committees and networks, conferences, regional/provincial/national events and organization functions

Human Resources:

- Human resource policy and implementation
- Supervision and mentorship of the leadership team
- Lead in supporting the well-being of a 20+ staff team

Program Planning, Implementation, and Evaluation:

- Ensure services are provided within an intersectional feminist, trauma-informed diversity/equity/inclusion framework
- Guide the development and implementation of an operational plan in accordance with the Board's strategic plan, monitor effectiveness

Financial Oversight

- Sound fiscal management
- Identify risks to the organization's financial position for the Board, identify and implement strategies to mitigate and address risks
- Oversee the development and implementation of a fund development strategy

Qualifications and Skills of the Ideal Candidate

Essential Experience and Knowledge

- 7 + years experience in a senior management position or an extensive range of progressively responsible leadership experience in a non-profit with a related mission
- Post-secondary degree in women's studies, human services, social work, law, non-profit management (e.g. LLB, B.A., BSW, MSW) or equivalent education and experience
- Sound knowledge and commitment to an intersectional feminist, trauma-informed, equity, diversity, and inclusion analysis and framework
- Working knowledge of relevant legislation, including Employment Standards, Human Rights Legislation, CNCA, and funding requirements
- Proven experience in program development, implementation, and evaluation
- Demonstrated knowledge and understanding of the dynamics of intimate partner violence and experience working in the violence against women sector
- Strong commitment to addressing issues of intimate partner/gender-based violence within the legal systems that women engage with
- Sound knowledge of and relationships within regional and provincial networks, collaborators, and service providers at the intersection of violence against women and the law

Skills and Abilities

- Excellent communication skills
- Effective leadership skills
- Ability to work independently and as a member of a management team
- Exceptional interpersonal skills
- Ability to work with diverse needs of staff, Board members, community members, funders, service volunteers, and clients
- Strong planning, human resources, and financial abilities
- Effective conflict resolution, negotiation, and mediation skills
- Strong public relations and community development skills
- Superior organizational and time management capabilities
- Intermediate to advanced proficiency in MS Office 365; comfortable with audio/video technologies

Compensation Package

Salary range: \$120,000 - \$135,000 commensurate with experience/qualifications

Benefits: Health Spending Account of \$1,500, 12 paid health leave days

Vacation: 4 weeks to start, paid birthday off, paid office closure at December holidays

Hybrid work arrangements with considerable on-site requirement

Luke's Place is an equal-opportunity employer. Our goal is to ensure our staff reflects the diversity of the community, and we encourage applications from candidates who reflect this diversity. We strongly encourage applications from Black, Indigenous, and racialized people, as well as from newcomers, gender-diverse people, and members of other equity-deserving groups. If you are comfortable, please indicate in your cover letter if you identify as a member of an equity-deserving group.

We are committed to a barrier-free, equitable, and inclusive recruitment process and workplace. Luke's Place is committed to ensuring fair and inclusive employment practices. On request, we provide accommodation for applicants with disabilities in accordance with the requirements of the Accessibility for Ontarians with Disabilities Act, 2005. If you require accommodation, please advise us.

Please submit your cover letter and resume in one combined PDF in confidence to the hiring committee c/o Katherine Taylor at ktaylor@taylormcmahon.com by no later than April 11, 2025, at 11:59 pm.

We thank all applicants for their interest. However, only those applicants selected for an interview will be contacted.