



JOB POSTING

Executive Director

Executive Director – The Bridge Youth & Family Services Society

About Us

Since 1969, The Bridge Youth & Family Services Society has been a recognized leader in providing innovative, high-quality services to children, youth, and families in the Central Okanagan region and beyond. The Bridge also delivers an extensive continuum of Recovery and Addiction Services, ranging from harm reduction, withdrawal management, treatment and support, through to second-stage services.

The Bridge is a fully accredited non-profit organization and registered charity governed by a volunteer Board of Directors. We are committed to action; action to address the harms of colonization and action to foster safer, braver and equitable work and care environments.

A Unique Leadership Opportunity

After seven impactful years of leadership, our Executive Director is retiring, creating an exciting opportunity for a visionary leader committed to making a meaningful difference in the community. We are seeking an exceptional individual who will build upon our successes, further advance our mission, vision, and values, and shape the future of our organization through innovative leadership.

This is an opportunity to directly influence our strategic direction, contributing significantly to our upcoming 2026–2030 Strategic Plan, and overseeing the development and execution of Annual Operating Plans. You'll collaborate closely with a passionate Board of Directors and a dynamic, interdisciplinary team, driving our continued growth, community impact, and organizational excellence.

Why Kelowna?

Located in the heart of British Columbia's beautiful Okanagan Valley, Kelowna offers an exceptional blend of breathtaking scenery, a thriving economy, and outstanding quality of life. Enjoy year-round outdoor recreation, from water sports on stunning Okanagan Lake to skiing at Big White or hiking and cycling along picturesque trails. Kelowna's vibrant arts and cultural scene, exceptional dining, renowned wineries, and family-friendly neighborhoods, complemented by excellent schools and safe communities, make it not only an extraordinary place to work but also a truly rewarding place to call home.



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Role Overview

As our Executive Director, you will lead The Bridge Youth & Family Services Society with strategic vision, operational excellence, and inspiring leadership. Reporting to the Board of Directors, you will guide organizational strategy, manage operational priorities, ensure fiscal responsibility, mitigate risks, mentor and empower our staff, and uphold the organization's strong reputation and integrity.

Your role will be instrumental in shaping our future direction, strengthening partnerships, and enhancing our impact within the community. Join our dedicated team and make a lasting difference in the lives of countless individuals and families in the Central Okanagan.

Position Details

- **Hours:** Full-time (40 hours per week)
- **Compensation:** \$137,000 – \$170,000 annually, commensurate with qualifications and experience.
- Relocation Assistance
- Extended Health and Dental benefits
- Flexible Lifestyle or Health Spending Account
- Municipal Pension Plan Enrollment/Portability

Qualifications

Education and Experience

- Master's Degree in a relevant discipline.
- 5–10 years of senior leadership experience, preferably in the nonprofit or public sectors.
- Proven success with budget and financial management, public relations, risk management, and developing policies and practices.
- Experience working with a Board of Directors and managing key organizational functions.

Job Skills and Abilities

- Excellent communication skills (oral and written).
- Strong leadership and management skills with an innovative and collaborative approach.
- Knowledge of nonprofit sector policies, governance models, and community engagement strategies.
- Ability to work evenings and weekends, as required.

Key Responsibilities

Leadership

- Provide strategic direction, align with mission and vision, and foster a supportive environment for staff, volunteers, and service recipients.

Financial & Risk Management

- Oversee finances, manage the annual budget, lead fundraising efforts, and mitigate risks to the organization.



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Community Engagement

- Build relationships with government officials, funders, and community groups, while promoting The Bridge's services and advocating for participants.

Human Resources

- Lead teams, promote diversity, equity, and inclusion, and implement HR policies to recruit, retain, and develop qualified staff.

Other Requirements

- Criminal Record Search in accordance with agency policy
- Employees must declare their vaccination status for COVID-19 and Influenza; if vaccinated, documentation must be provided.
- Valid BC driver's license and use of reliable vehicle

Ready to Lead the Way?

If you are a compassionate, visionary leader with experience in nonprofit management and a commitment to community well being, we want to hear from you!

Forward your resume and cover letter, in complete confidence, to TyLynne Whitman, Human Resource Manager at tylynne.whitman@thebridgeservices.ca

To learn more about The Bridge Youth & Family Services please visit our website at <https://thebridgeservices.ca/>