

# EMPLOYMENT OPPORTUNITY



## Lead Our Growth

The Board of Directors of Greenest City is currently seeking a dynamic, passionate and 'hands-on' **Executive Director** to guide and build the organization. The successful candidate will work with the Board of Directors to develop and execute fundraising strategies and initiatives that will secure multi-year funding to support Greenest City's vital programs. The successful candidate will demonstrate skills at developing and executing community programs, fostering strong community partnerships and realizing the organization's vision and strategic goals. The successful candidate will be a leader capable of leading, developing, supporting, and inspiring staff, partners, and the broader community towards fulfilling the strategic vision for the organization.

### Who We Are

Greenest City is a small non-profit grassroots organization, committed to connecting people with their community and with the environment by growing and sharing good food. As an active 'connector' in the Parkdale community, Greenest City uses an environmental lens and experiential learning to build food literacy and environmental awareness, coordinate and promote community gardens and unite people through opportunities to share healthy, fresh, sustainably-grown food. Greenest City accomplishes this through four integrated program streams: Urban Agriculture/Food Security, Education, and Community Engagement.

### What You Will Do

- Lead the organization's financial sustainability through activities such as; grant writing, building individual and corporate support, supporting all fundraising efforts, develop work plans, and leverage existing community partnerships.
- Working closely with the Board of Directors, deliver on Greenest City's strategic plan through guiding the design, implementation, evaluation and direction of programs, ensuring they align with the Greenest City mission vision and values.
- Be the public facing representative of the organization through developing and fostering strong working relationships with our partners and neighbourhood.
- Continue to develop and deliver on key projects and programs in progress, such as the existing community gardens, Grow the Future and the Good Food Market.
- Take a lead role in the visioning, development and fundraising for the Milky Way Garden project. This newly acquired land will become the cornerstone property of Greenest City and shape the strategic development of the organization for the next 5 years.
- Recruit, select, train, empower, inspire, manage and evaluate staff.

# EMPLOYMENT OPPORTUNITY



## Who You Are

- Five years professional experience in an NGO management role and significant experience in the administration of a non-profit
- Proven ability to secure and grow funding through grants and donors, including experience with fundraisers, sponsorship and donations.
- Committed to exploring diverse methods of organizational growth; including social enterprise, crowdfunding and corporate sponsorship.
- Experience and training in human resource and financial management
- Experience in initiating, planning, implementing and evaluating programs
- Excellent facilitation and community development skills
- Highly motivated, resourceful and passionate – demonstrated commitment to issues of environmental, social and economic justice
- Demonstrated ability to connect to and work within diverse communities
- A positive and kind way with staff, participants and partners
- Outstanding writing and interpersonal skills
- Interest in food security, sustainable communities and protecting the environment
- Ability to speak multiple languages is considered an asset
- Experience with social enterprise considered an asset.
- Demonstrated ability to develop and achieve an organization's strategic goals.

This is a full-time position based out of our office in Parkdale. Some evening and weekend day work is expected in order to connect with program participants and to attend meetings (with the Board and community).

For more info on our organization please go to [www.greenestcity.ca](http://www.greenestcity.ca).

Please submit a cover letter, résumé and salary expectations by June 12, 2017 by 5:00 p.m. to the attention of:

Board of Directors  
EMAIL: [recruitment@greenestcity.ca](mailto:recruitment@greenestcity.ca)

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

Greenest City values employment equity and will provide reasonable accommodation to applicants with disabilities.