

## Executive Director

### The Position:

[Summit Search Group](#) is proud to have selected [Resource Assistance for Youth](#) in our 4<sup>th</sup> annual Manitoba Non-Profit Pro Bono Search. Established over 25 years ago, Resource Assistance for Youth Inc. (RaY) is a nationally recognized, award-winning nonprofit organization located in Winnipeg, Manitoba. RaY's mission is to provide youth with what they need, on their terms, to better their lives. The organization's vision is that all youth will have the opportunity to live healthy and secure lives, developing self-belief through access to tools, information, and programs that build personal capacity toward self-sufficiency.

Through a youth-first approach, RaY delivers programming focused on harm reduction, housing support, mental health services, education, and employment readiness. RaY's impact is reflected in its extensive outreach efforts, numerous drop-in visits, successful eviction preventions, and job creation initiatives. The organization acknowledges that not all individuals experiencing homelessness are visible on the streets and that youth come to RaY from various regions, with 83% identifying as Indigenous.

The **Executive Director (ED)** plays a critical leadership role in advancing RaY's mission. Reporting directly to the Board of Directors, the ED is responsible for overseeing the organization's strategic direction, operations, and overall sustainability. This includes guiding policy development, managing financial resources, and ensuring the delivery of high-quality programs and services. The ED acts as the public face of the organization, building strong relationships with funders, stakeholders, and the broader community to advocate for youth issues and secure essential support.

### Key Responsibilities:

- **Leadership & Strategy:** Drive the organization's strategic direction, ensuring alignment with RaY's mission and objectives. Partner with the Board on policy planning and organizational growth.
- **Financial & Fundraising Management:** Oversee financial sustainability through budgeting, resource development, and relationship management with funders. Ensure fiscal integrity and compliance.
- **Fundraising & Grant Writing:** Oversee fundraising initiatives, including donor cultivation, sponsorships, and the grant writing process, while providing guidance to the grant writing team to enhance financial sustainability.
- **Staff & Operations Management:** Lead and support a diverse team through effective supervision, performance management, and professional development. Oversee HR compliance and operational efficiency.
- **Board Governance:** Serve as the primary liaison with the Board, providing timely information, supporting committees, and guiding policy decisions.
- **Advocacy & External Relations:** Act as a spokesperson, building partnerships, build partnerships, engage in government relations, and promote RaY's programs to stakeholders, media, and the broader community.
- **Quality Assurance:** Ensure the delivery of high-quality services through data collection, evaluation, and adherence to professional standards.
- **Program Evaluation & Continuous Improvement:** Oversee the assessment and evaluation of programs and services to ensure they are effective, impactful, and aligned with RaY's mission. Use data-driven insights to enhance and adapt service delivery.

**Qualifications:**

- Post-Secondary Education in a related field and 5+ years of progressive management experience in the non-profit sector.
- Strong human resources and management skills, including staff supervision, performance management, and fostering a positive workplace culture.
- Demonstrated experience in engaging with municipal, provincial, and federal government entities to secure funding and influence policy decisions.
- Proven leadership skills with strong organizational, strategic planning, and delegation abilities.
- Expertise in fundraising, donor relations, and financial oversight.
- Excellent communication skills, both written and oral, with public speaking proficiency.
- Knowledge of relevant legislation (employment standards, human rights, occupational health and safety).
- Ability to build and maintain relationships with diverse stakeholders, including staff, volunteers, and funders.

Our ideal candidate for the Executive Director role at Resource Assistance for Youth Inc. (RaY) is a strategic and compassionate leader with proven experience in non-profit management. They excel in fundraising, grant writing, and financial oversight, driving sustainability and growth. With strong HR and management skills, they foster a collaborative, high-performing workplace culture.

This individual is an effective communicator and relationship-builder, skilled at engaging with funders, staff, and the community. Passionate about youth advocacy, they will be a visible champion for RaY's mission, driving meaningful impact and organizational excellence.

*For more information, or to submit your resume, please reach out to [Matt Erhard](mailto:matt.erhard@summitsearchgroup.com) at Summit Search Group, [matt.erhard@summitsearchgroup.com](mailto:matt.erhard@summitsearchgroup.com)*

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