



**Director, Programs and Community Impact**

**Reports to and is Responsible to: Executive Director**

**Number of Direct Reports: 6**

**Compensation: \$95,000 - \$110,000**

**Benefits: Full benefit package, RRSP contribution plan, wellness and vacation**

**Work Location:** Morinville, Alberta. Jessie's House (Emergency Shelter) and Admin Building.  
**Hours:** 40 hours per week, Monday to Friday (8:00 a.m. – 5:00 pm), occasional evenings and weekends as required. Participation in on-call rotation.

## **OUR WHY**

On April 29, 2009, Jessica Martel, a young mother of three, was tragically murdered in her home by her intimate partner on the very day she attempted to leave the relationship. This critical moment is often the most dangerous for survivors, as they face an increased risk of physical violence or homicide, as exemplified by Jessica's case. Her story underscores the urgent need for our organization to prevent such tragedies from occurring again.

## **OUR MISSION**

To break the cycle of Domestic Violence through the actions of advocacy, community engagement, education, awareness, and safe housing through Jessie's House – a 35 bed all gender emergency shelter and Eileen's Place – a second stage housing program.

## **OUR VISION**

To see a future free of violence for all individuals.

## **OUR VALUES**

**Safety:** We value a safe environment that allows us to challenge each other and explore ideas.

**Partnership:** We value and seek partnership whose values align with those of the Foundation and together we can reach our vision.

**Empowerment:** We value innovative and creative thinking as a means of serving the best interests of the individuals and families we serve.

**Awareness:** We value positive, continual messaging that highlight healthy relationships.

## **OUR PRINCIPLES**

- We are committed to healing, truth and reconciliation for all people of Turtle Island; past and present, Indigenous and non-Indigenous.



- We promote safety, accessibility, and inclusion for individuals of all races, genders, sexual orientations, religions, nationalities, ages, and disabilities.
- We foster a culture of respect for all clients, staff, and visitors to Jessie's House.
- We honour and respect the lived experiences of everyone.
- We celebrate and value the resiliency, successes, and teachings of indigenous people, as well as the unique contributions of every culture.

Are you a visionary leader passionate about driving change and innovative approaches to ending domestic violence?

## CORE COMPETENCIES FOR JMMF

**Safety:** Ensuring physical and emotional safety for clients, community and staff.

**Trustworthiness and Transparency:** Building trust through clear, consistent, and honest communication.

**Peer Support:** Incorporating shared experiences to promote healing and understanding.

**Collaboration and Mutuality:** Engaging clients, community and staff as partners in decision-making.

**Empowerment, Voice, and Choice:** Focusing on clients' strengths and enabling them to make decisions about their care.

**Cultural, Historical, and Gender Sensitivity:** Recognizing and addressing the influence of cultural, historical, and gender-related factors in trauma.

## ROLE OBJECTIVES

The Director, Programs and Community Impact plays an integral role in driving the mission, vision and values of JMMF. Working Collaboratively with employees, funders, communities of practice and stakeholders.

This position oversees all aspects of client service delivery, community-based programs, public education, and evaluation. Ensuring a high standard of service delivery incorporating emerging innovative research and evidence-based practices.

This leadership role demands excellent project management skills, crisis intervention experience, and high-level collaboration abilities. The ideal candidate will possess strong communication skills adaptable to various audiences. As a key leader, you will be responsible for advancing JMMF's vision, values, and strategic priorities.



As a Leadership Team member, you will drive strategic goals for each program under your purview. You'll work closely with program staff and leaders to ensure efficiency, provide employee support and coaching, and manage internal and external stakeholder relationships.

This position requires overseeing multiple programs of varying sizes, with a comprehensive understanding of the complex interplay between colonization, gender-based violence, gender equality, marginalized communities, and systemic barriers.

The ideal candidate will possess:

1. **Insight into Historical Context:** A deep understanding of how colonization has contributed to gender-based violence and perpetuated systemic inequalities.
2. **Knowledge of Effective Prevention Strategies:** Familiarity with strategies that empower women and engage male allies in prevention efforts.
3. **Awareness of Unique Challenges:** Recognition of the specific obstacles faced by marginalized survivors of intimate partner violence and the necessity for culturally informed approaches.
4. **Understanding of Anti-Oppression Work:** A commitment to anti-oppression practices as a fundamental aspect of sexual and domestic violence prevention.
5. **Ability to Address Systemic Barriers:** Insight into systemic barriers that hinder effective responses to gender-based violence, including:

This deep sector knowledge will enable the successful candidate to develop and execute both long-term strategies to combat gender-based violence and short-term crisis management plans while ensuring culturally sensitive and effective service delivery.

If you are ready to bring your leadership skills to JMMF, we're ready for you to join our leadership team and help create a future free of violence for all of us!

<https://jessicamartelmemorialfoundation.com/>

## CORE POSITION REQUIREMENTS:

1. Leadership and Team Management
  - Mentor, supervise and support Community Outreach, Public Education, Shelter, and Housing program teams: Jessie's House – a 35 bed all gender emergency shelter and Elieen's Place – a second stage housing program.
  - Direct and coordinate program supervisors' work, including supervision, evaluation, and training
  - Foster a healthy, safe, and accountable work environment
  - Oversee practicum student and volunteer programs
2. Project Management and Program Development



- Align client service programs with JMMF's strategic and business plans
  - Design/create project plans and tools to ensure a successful implementation
  - Develop evidence-based programming, emphasizing support for diverse populations
  - Establish work plans to achieve outputs, outcomes, and practice standards
  - Ensure program activities meet JMMF and funder objectives
3. Risk Management and Compliance
- Conduct regular risk assessments and implement mitigation strategies
  - Support implementation of OHS and AHS policies and procedures
  - Develop preventative maintenance plans for facilities
4. Stakeholder Relations and Funding
- Build relationships with external stakeholders and community partners
  - Support grant writing and maintain funder relations
  - Ensure timely submission of program reports to funders
5. Evaluation and Continuous Improvement
- Lead development of evaluation frameworks for all programs
  - Analyze data to recognize trends and adapt programming
  - Facilitate learning, innovation, and storytelling within the organization
6. Strategic Planning and Innovation
- Actively participate in strategic and business planning
  - Lead ongoing program development with input from staff, clients, and Indigenous voices
  - Use data and evidence-based practice to establish programmatic goal

## **MANDATORY REQUIREMENTS**

- Ability to travel frequently to Morinville, within Sturgeon County and St Albert
- Ability to climb stairs, move furniture and life heavy objects as required
- Clear Police Security/vulnerable sector check to be maintained
- Clear Child Intervention Check to be maintained
- Valid First Aid
- Excellent personal and professional boundaries.
- Adhere to JMMF policies and procedures
- Outstanding work ethic

## **EDUCATION AND EXPERIENCE**

- Master of Social Work or related graduate degree preferred; an equivalent combination of education and experience may be considered.
- A minimum of 5 years of leadership experience and a minimum of 5 years of



frontline service delivery in counselling or case management required.

- Experience leading, inspiring, and building effective teams to achieve organizational priorities.
- Well-versed in best practices in social innovation, design thinking and community development.
- Proven experience in development and implementation of innovative programming.
- Significant experience in program evaluation and reporting.
- Understanding of the range of intersectional issues related to domestic violence such as homelessness, homophobia, poverty, racism, colonization, and intergenerational trauma, etc.

**The Director, Programs and Community Impact, requires working knowledge with regards to:**

- Knowledge of Federal and Provincial acts, regulations, grants, and licensing that govern a strong understanding of Industry Safety Standards, processes, and legislation
- National and international industry awareness of industry trends, opportunities, and concerns
- Ability to create high level professional/technical documentation
- You are a gifted “influencer” who can achieve consensus toward the common goals
- Understanding of a range of approaches to meet client needs such as case management, trauma-informed practice, housing first, crisis intervention, and harm reduction
- Experience with multi-agency collaborative service delivery would be considered an asset
- Strong inspirational leadership, organizational, and assessment skills
- Skilled in file auditing, case management and supervision of employees
- Excellent communication and creative problem-solving skills
- Demonstrated understanding of the impact of domestic violence on children
- Ability to prioritize tasks and work effectively independently and as part of a team
- Valid driver’s license and reliable vehicle required
- Proven skills to work with vulnerable population are required

Please submit your resume to [hr@jmmf.ca](mailto:hr@jmmf.ca)

We thank you in advance for your resume submission only those identified for a pre-screen interview will be contacted.