



Family Enrichment
and Counselling
Service

Executive Director

Family Enrichment & Counselling Service is a community-based not-for-profit agency, that has been providing affordable, client-centric mental health support to the Fredericton community for 49 years.

Vision - Healthy Communities where every person feels valued, supported, connected, and empowered.

Mission – To enrich individuals and communities through counselling, education, and advocacy.

Values - equity, integrity, respect, diversity, inclusion and adaptability

Position Type: full-time position – 35 hours/week

Position Description:

We are seeking a self-driven, dynamic, and compassionate leader to lead and influence our organization towards favorable growth, and to design and direct strategies that support our mission.

Reporting to the Board of Directors, the Executive Director (ED) is responsible for all aspects of the daily operations of the organization. They will effectively and efficiently direct operational budgets, improve revenue diversity, direct our business strategy, and enhance relations with funders and community partners. They will maintain a work environment conducive to open communication, positive attitudes, individual and team development that supports creativity and innovation in the delivery of services.

Salary Range: \$55,000 - \$63,000 depending on qualifications + benefits.

Required Skills & Qualifications:

- Bachelor's degree in social sciences or social work.
- Minimum five 5 years' experience in a senior management or supervisory position
- Experience in the not-for-profit sector.
- Strong understanding of the mental health system, government and public policy structures and processes.
- Passionate about advocacy work related to mental health.
- Demonstrated experience in program development and project management.
- Experience in financial management including grant writing and fundraising activities.
- Competence in community development and service co-ordination.
- Demonstrated leadership and negotiation skills.
- Experience in human resources management and team development.
- Experience in public relations and public speaking.

- Skilled in MS Office Suite, marketing, and social media platforms.
- Strong communication, organizational and problem-solving skills.
- Commitment to lifelong learning; remaining current in professional knowledge base.
- Willing to work occasional evenings and weekends.
- Access to a vehicle and possess a valid driver's license.
- Bilingualism would be considered a strong asset.

Please submit cover letter and resume to the Hiring Committee at freddymentalhealth@gmail.com by midnight on March 10th. We appreciate your interest in joining our team.