



Position Profile

EXECUTIVE DIRECTOR

Aulneau Renewal Centre

Reports To: Aulneau Renewal Centre Board of Directors

Date: July 2024

ABOUT AULNEAU RENEWAL CENTRE

The Aulneau Renewal Centre (ARC) acknowledges that it is located on Treaty 1 territory, the traditional gathering place of the the of the Anishinaabe, Cree, Anisininew, Dakota and Dene people and the traditional homeland of the Métis people. ARC respects the treaties made on this land and acknowledges the harms and mistakes of the past and present. We dedicate ourselves to authentic alliances with Indigenous communities in a spirit of reconciliation and cooperation.

The ARC is a registered bilingual not-for-profit organization located at 228 Hamel Ave in St. Boniface, Winnipeg, Manitoba. It was founded in 1979 as a mission of the Missionary Oblate Sisters of St. Boniface. In 1998, the organization was separately incorporated as a not-for-profit charitable organization and in 2012, it became a Sponsored Community of Service under the former Catholic Health Corporation of Manitoba. Today, Réseau Compassion

Vision

The vision of Aulneau Renewal Centre is to be a Centre-of-Excellence providing attachment-informed counselling, therapy and education to help empower and heal the body, mind and spirit of individuals and families.

Mission

The mission of Aulneau Renewal Centre is to empower personal growth by providing compassionate counselling and therapy services and by building the capacity of attachment-informed practice through training and education.

Values

Compassion: We work together to serve others with unconditional acceptance, using a holistic approach that brings healing and connection.

Healthy Relationships: We believe that healthy relationships grounded in secure attachments are critical to the development of the whole person.

Inclusion: We value all people regardless of race, culture, religion, gender, economic means, orientation, age or ability. We have a commitment to equitable treatment and elimination of discrimination in all its forms at all organizational levels.

Integrity and Accountability: We strive to create a culture of integrity and accountability in our actions and attitudes towards ourselves, our clients, our colleagues, our partners and the organization.

Excellence: We strive to lead and sustain excellence through our commitment to professionalism, and continual development ensuring high standards.

Network, as the owner and sponsor, ensures the effective and responsible governance of ARC. Réseau Compassion Network is responsible for a family of 13 health and human service agencies where every day, nearly 7,900 people of all faiths, traditions and cultures make a difference in the lives of those who walk through their doors in times of need.

The Aulneau Renewal Centre works with individuals, couples, and families to develop therapeutic plans that meet their specific needs through therapy, education, support, and guidance.

We help our clients work through their challenges to discover a positive vision, so they can optimize their personal potential and growth towards renewal. It is our commitment to provide a variety of services that have unique specialties and are tailored to meet every client's needs, regardless of their personal and/or financial situation. Services at the Aulneau Renewal Centre are bilingual (French and English) and are accessible.

ABOUT THE EXECUTIVE DIRECTOR POSITION

The Executive Director (ED) of ARC provides strategic leadership of the development and delivery of a wide array of programs and services, ensuring the organization meets its mission and achieves its vision and strategic directions.

The Executive Director will work collaboratively with the Board of Directors and the management team to enhance programs and services, meet emerging needs and priorities, create and implement sound financial, human resource, service delivery, and operational policies, and champion innovation, accountability and results achievement in a rapidly changing healthcare and social landscape.

The Executive Director will establish and maintain strong positive relationships with Réseau Compassion Network, partner agencies, donors, clients and their families, staff, volunteers, and the general public.

KEY LEADERSHIP ACCOUNTABILITIES

Responsibilities and accountabilities include but are not limited to the following:

Leadership

- Participate with the Board of Directors in developing a vision and strategic plan to guide the Aulneau Renewal Centre
- Identify, assess, and inform the Board of Directors of internal and external issues that affect the Aulneau Renewal Centre
- Act as a professional advisor to the Board of Directors on all aspects of the Aulneau Renewal Centre's activities
- Work closely with the Board of Directors to ensure that ARC respects its key accountabilities to Réseau Compassion Network, in particular, as it relates to expectations under Réseau Compassion Network's Sponsorship Accountability Framework
- Foster effective teamwork between the Board and the Executive Director and between the Executive Director and staff
- In addition to the Chair of the Board, act as a spokesperson for the Aulneau Renewal Centre
- Conduct official correspondence on behalf of the Board as appropriate and jointly with the Board when appropriate
- Represent the Aulneau Renewal Centre at community activities to enhance the Aulneau Renewal Centre's community profile

- Provide a safe and respectful work environment for staff and clients
- Oversee all employees and contractors, students, and volunteers.

Operational planning and management

- Develop an operational plan which incorporates goals and objectives that work towards the strategic direction of the Aulneau Renewal Centre
- Ensure that the operation of the Aulneau Renewal Centre meets the expectations of its clients, Board, and funders
- Oversee the efficient and effective day-to-day operation of the Aulneau Renewal Centre
- Draft policies for the approval of the Board and prepare procedures to implement the Aulneau Renewal Centre's policies; review existing policies on an annual basis and recommend changes to the Board as appropriate
- Ensure that personnel, client, donor, and volunteer files are securely stored and privacy/confidentiality is maintained
- Identify key issues for Board deliberations and develop agendas and materials for Board meetings in collaboration with the Board Chair

Program planning and management

- Oversee the planning, implementation, and evaluation of the Aulneau Renewal Centre's programs and services
- Ensure that the programs and services offered by the Aulneau Renewal Centre contribute to the Aulneau Renewal Centre's mission and reflect the priorities of the Board
- Monitor the day-to-day delivery of the programs and services of the Aulneau Renewal Centre to maintain or improve quality
- Oversee the planning, implementation, execution, and evaluation of special projects
- Work in tandem with the clinical manager to provide clinical expertise and leadership in the areas of clinical practice, consultation, education and training, program planning and research

Human resources planning and management

- Determine staffing requirements for Aulneau Renewal Centre's management and program delivery
- Oversee the implementation of the human resources policies, procedures, and practices including the development of job descriptions for all staff
- Establish a positive, healthy and safe work environment in accordance with all appropriate legislation and regulations
- Recruit, interview, and select staff that have the right technical and personal abilities to help further the Aulneau Renewal Centre's mission
- Ensure that all staff receives an orientation to the Aulneau Renewal Centre and that appropriate training is provided
- Implement a performance management process for all staff which includes monitoring the performance of staff on an ongoing basis and conducting an annual written performance review
- Coach and mentor staff as appropriate to improve performance
- Discipline staff when necessary per personnel policies; release staff when necessary using appropriate and legally defensible procedures when corrective action has been followed

Financial planning and management

- Work with staff and the Board (Finance Committee) to prepare a comprehensive budget
- Work with the Board to secure adequate funding for the operation of the Aulneau Renewal Centre

- Research funding sources, oversee the development of fundraising plans and write funding proposals to increase the funds of the Aulneau Renewal Centre
- Participate in fundraising activities as appropriate
- Approve expenditures within the authority delegated by the Board
- Ensure that sound bookkeeping and accounting procedures are followed
- Administer the funds of the Aulneau Renewal Centre according to the approved budget, without exceeding spending limits set by the Board, and monitor the monthly cash flow of the Aulneau Renewal Centre
- Provide the Board with comprehensive, regular reports on the revenues and expenditure of the Aulneau Renewal Centre
- Ensure that the Aulneau Renewal Centre complies with all legislation covering taxation and withholding payments

Community relations/advocacy

- Communicate with stakeholders to keep them informed of the work of the Aulneau Renewal Centre and to identify changes in the community served by the Aulneau Renewal Centre
- Establish good working relationships and collaborative arrangements with community groups, funders, politicians, and other organizations to help achieve the goals of the Aulneau Renewal Centre
- Maintain a consistent and supportive connection with Réseau Compassion Network and actively participate as a member of the Réseau Compassion Network CEO Leadership Council
- Develop a strong working relationship with senior leaders of other sponsored Réseau Compassion Network organizations

Risk management

- Identify and evaluate the risks to the Aulneau Renewal Centre's people (clients, staff, management, volunteers), property, finances, goodwill, and image and implement measures to control risks
- Ensure that the Board of Directors and the Aulneau Renewal Centre carries appropriate and adequate insurance coverage
- Ensure that the Board and staff understand the terms, conditions, and limitations of the insurance coverage

ABOUT THE EDUCATION, EXPERIENCE REQUIREMENTS

The Executive Director is responsible for ensuring the overall success of ARC and requires strong leadership skills and the ability to develop and maintain an environment aligned with the organization's core values. The Board of Directors will rely on the knowledge, skills, and abilities of the individual in the role. Candidates must meet the following education and experience requirements and be able to demonstrate several leadership and technical competencies.

Education

- The ability to communicate fluently verbally and in writing, preferably in both official languages (French and English)
- A post-secondary degree (Master's level preferred) in a relevant discipline such as social work, counselling and mental health
- A post-secondary degree in business administration or an MBA would be an asset
- 5 years' senior leadership experience preferable in an organization delivering health or social services with clinical therapy or counselling experience

Experience and Skills

- Experience in supporting the provision of direct therapeutic mental health services and treatment planning as part of a therapeutic services team of professional and/or paraprofessional staff
- Experience in crisis intervention and provision of emergency services
- Experience in client psychosocial evaluation and testing and determination of appropriate therapeutic approaches or referral of client in consultation with other professionals
- Ability to apply mental health counseling methods and techniques.
- Knowledge of community mental health resources
- Knowledge of clinical operations and procedures and case management
- Knowledge and understanding of clinical counseling principles, programs and methodology, and clinical social work and mental health counseling principles, methods, procedures, and standards
- Ability to interview and apply psychological/developmental evaluation skills
- Ability to evaluate the progress of therapeutic programs and to make individual modifications
- Ability to maintain emotional stability to cope with human suffering, emergencies, and other stresses
- Experience working with a board or governing entity
- Knowledge of current community challenges and opportunities relating to the mission of the Aulneau Renewal Centre
- Knowledge of the Truth and Reconciliation Commission calls to action and the challenges faced by the Indigenous populations of Canada
- Experience working with Indigenous populations would be an asset
- Ability to negotiate with funders

The ideal candidate will demonstrate compassion, care, humility, and resilience.

We ask that individuals with an interest in further exploring this exciting opportunity contact:

LILLIAN WONG, SENIOR MANAGER

MNP LLP

Email: lillian.wong@mnp.ca

About Manitoba

Founded in 1870, the name Manitoba originated in the languages of the Aboriginal people who lived on the Prairies and travelled the waters of Lake Manitoba. The name is believed to have originated with Cree term "Man-into-wahpaow", meaning "the narrows of the Great Spirit", which describes Lake Manitoba and how it narrows significantly at the centre. Commonly referred to as 'Friendly Manitoba', the province's urban and rural communities are diverse and welcoming.

Manitoba is the province at the longitudinal centre of Canada. One of the three prairie provinces, it is Canada's fifth-most populous province with a population estimated at 1.2 million people. Manitoba has a widely varied landscape and is home to five distinct ecozones: prairie, boreal plains, boreal shield, taiga shield and Hudson plains.

Manitoba has a high standard of living, steady economic growth, diversified industry, and high employment. Our central location and excellent air, rail and roads make Manitoba a gateway to the rest of Canada, North America, and the world. Manitoba's economy has a great reputation for innovation, quality, reliability, and sustainability in the national and global marketplace.

The average summer temperature in Manitoba is +26°C (79°F); the average winter temperature is -12°C (10°F)

Manitoba is fortunate to have an abundance of freshwaters including lakes, rivers and wetlands making it a popular spot for outdoor enthusiasts. It is home to over 100,000 lakes including Lake Winnipeg, Lake Manitoba and Lake Winnipegosis and surface water covers approximately 16 percent of the province. Manitoba has more than 90 parks to explore, including two National Parks (Riding Mountain National Park and Wapusk National Park). Some of Manitoba's most popular attractions include:

Churchill

Popularly known as the "Polar Bear Capital of the World," lies on the harsh, rocky coast of Hudson Bay. Tours in tundra buggies - giant large-wheeled vehicles with caged windows - allow visitors close up encounters with the bears.

Grand Beach

Encompasses a huge stretch of soft sand beach on the shores of Lake Winnipeg. It is considered one of the nicest beaches in Canada.



Riding Mountain National Park

This scenic park is a combination of a recreation area and a nature reserve. The deep lakes in Riding Mountain such as Clear Lake, Lake Katherine, and Deep Lake are popular fishing spots and there are numerous walking and cycling trails throughout the park.

Gimli

Gimli is a small resort town, approximately an hour's drive north of Winnipeg, on the shores of Lake Winnipeg. In the summer, Gimli comes to life as visitors and cottagers flock to this area to enjoy the beaches. One of the annual highlights is the Icelandic Festival of Manitoba, known as Islendingadagurinn, which takes place over the long weekend in August.

Whiteshell Provincial Park

About a 1.5-hour drive east of Winnipeg, Whiteshell Provincial Park is a popular summer destination. The landscape is typical of the Canadian Shield. The resort communities of Falcon Lake and West Hawk Lake to the east of the park are home to beaches and offer opportunities for boating and water sports.



Lower Fort Garry National Historic Site

Just outside Selkirk, the Fort Garry National Historic Park is the only stone fort from the fur trading era to survive intact anywhere in North America. Visitors to the fort will be able to view period furniture and household items and visit with costumed employees who act out the roles of the fort's inhabitants.

Narcisse Snake Dens

In late April/early May, tens of thousands of garter snakes emerge from their winter dens. Visitors can watch the snakes from observation.

Pinawa Dam Provincial Park

Set in a picturesque area of the Canadian Shield, the ruins of the 1906 dam are the central feature of this park.



Hecla Island

Part of Hecla-Grindstone Provincial Park, Hecla Island is a popular getaway. There are hiking trails, an 18-hole golf course, a spa and a resort.

Canadian Fossil Discovery Centre

Located in Morden Manitoba, this museum contains Canada's largest collection of marine reptile fossils.

Mennonite Heritage Village

Located in Steinbach, the Mennonite Heritage Village recreates Mennonite life from the 16th century to the present day and features changing themes.

About Winnipeg

Winnipeg is the vibrant capital city of Manitoba and lies at the geographic heart of North America. "The Peg" is located in the fertile Red River Valley at the junction of the Red and Assiniboine Rivers. The city is named after the nearby Lake Winnipeg and comes from the Western Cree words for "muddy water" - "winipihk". The region is the traditional territory of the Anishinabe (Ojibway), Inineu (Cree), Oji-Cree, Dene, and Dakota, and is the birthplace of the Métis Nation.



One of the most economically and culturally diverse cities in Canada, Winnipeg is well known for its cultural achievement, flourishing arts scene, and welcoming spirit. A "City of Sunshine" we have the highest average number of sunlight hours in Canada with an average summer temperature of 25.4°C and an average winter temperature of -12.9°C.

Well known as a transportation hub and the "Gateway to the West", key industries in Winnipeg include aerospace, agribusiness, finance and insurance, health and biotechnology, information and communications, electric power and apparel and furniture manufacturing. Major employers include James Richardson and Sons, Investors Group, MTS Allstream, Canada Life, Palliser Furniture, Motor Coach Industries, New Flyer, Boeing, Standard Aero, Pollard Banknote and Bristol Aerospace.

Our city is in the midst of expansive growth and development that is cementing our reputation as a community with growth opportunities in every industry and sector. Here we highlight but a few of the exciting initiatives.

CentrePort Canada

The development of an inland port which will be a hub of transportation activity that brings together road, rail and air cargo to a central location for re-distribution with the intent of facilitating international trade and distribution and creating value-added services as goods move through the supply chain. Winnipeg's proximity to the geographic centre of North America and 20,000 acres of land around the airport will be capitalized on to expand Winnipeg's position as one of North America's most important trading centres.

Assiniboine Park & Zoo

Winnipeg's premier green space is already visited by millions of people annually and already boasts the Leo Mol Sculpture Garden, the Assiniboine Park Zoo, and the Lyric Theater at which free concerts play throughout the summer season. With the establishment of the Assiniboine Park Conservancy, a private not-for-profit corporation dedicated to improving its infrastructure and services, the park and zoo have expanded to a world-class floral, zoological, artistic, and activity-based attraction to deliver internationally renowned entertainment and recreation options. The Journey to Churchill exhibit has been recognized as the most comprehensive northern species exhibit of its kind. Recently opened to the public, The Leaf is a spectacular indoor horticultural attraction that showcases four distinct biomes; the Hartley and Heather Richardson Tropical Biome, Mediterranean Biome, Babs Asper Display House, and the Shirley Richardson Butterfly Garden. The outdoor Gardens at The Leaf offers six diverse gardens spread through 30 acres of greenspace.





The Canadian Museum for Human Rights

Located in the heart of downtown Winnipeg, the Canadian Museum for Human Rights, Canada's first federal museum located outside Ottawa, is housed in an iconic building and will be a national and international destination and a centre of learning where Canadians and people from around the world can engage in discussion and commit to taking action against hate and oppression. Opened in 2014, it enhances the public understanding of human rights, promotes respect for others, and further cements Canada's reputation for championing human rights

issues from right here in Winnipeg.

SHED

CentreVenture Development Corporation's proposed Sport, Hospitality and Entertainment District (SHED) development plan for downtown Winnipeg includes an outdoor public square, two new mixed commercial developments, and additional parking facilities in addition to plans for expanded retail development and expansion of Winnipeg's sheltered skywalk system.

True North Square

An iconic mixed-use development in the heart of Winnipeg's burgeoning downtown. True North Square is more than a collection of buildings – it is a living entity ready to accommodate a dynamic Winnipeg community, drawing in and capitalizing on the synergies between working, living, socializing, and gathering all in one central location. When complete, True North Square will feature four towers spanning over one million square feet of Class A office, residential, retail, hotel and public space.

Princess Auto Field

Home of the Winnipeg Blue Bombers and the Manitoba Bisons, Princess Auto Field is a world-class athletic and recreation venue constructed near the University of Manitoba. The facility includes a new stadium with over 33,000 seats and 40 private suites with additional hospitality areas and a new fitness centre.



Winnipeg Jets

Adding to the excitement of two professional sports teams, the Winnipeg Blue Bombers and the Winnipeg Goldeyes, True North Sports and Entertainment brought us back our beloved Winnipeg Jets in the 2011/12 season.



Canada Life Centre

Home of the Winnipeg Jets is Canada Life Centre, an indoor sports arena and entertainment venue in downtown Winnipeg. This facility can host a variety of premier sports, music and entertainment events and is designed to ensure the ultimate fan experience.

James Richardson International Airport

The \$585 million transformation of Winnipeg's airport including the construction of a new terminal, access road, parkade and an additional hotel means Winnipeg's ever-increasing passenger and cargo traffic levels will continue to be managed safely and efficiently. With expanded retail services reflective of Winnipeg, the ability to accommodate more and larger international flights, the opening of a new bus terminal, and the relocation of the Canada Post plant nearby, Winnipeg's airport is literally positioned to become one of the busiest in Canada.

With over 935 parks, 24 golf courses, 50 indoor arenas and curling rinks, 40 galleries, 50 theatres and performance venues, and 20 libraries we believe in community, recreation and fun. Some of the top attractions in Winnipeg include:

The Assiniboine River Walk

A lighted pathway that lies on the north shore of the Assiniboine River from the Forks to the Legislative Grounds.

The Manitoba Centennial Centre

Home to Canada's Royal Winnipeg Ballet, the Winnipeg Opera Company and the Winnipeg Symphony Orchestra, located in downtown Winnipeg includes the Concert Hall and Planetarium and the Manitoba Museum.

Rainbow Stage

Located at Kildonan Park offers fun, superb, award-winning performances of popular Broadway hits in a covered outdoor setting.

The Manitoba Theatre Centre

Canada's first English-speaking regional theater and a model for regional theatres throughout North America; presents over 250 performances annually for more than 150,000 theatre lovers.

Fort Whyte Centre for Environmental Education

Fort Whyte is a wild oasis offering forests; self-guided trails, an interpretive centre and a freshwater aquarium.



We enjoy numerous unique festivals in our community including the Red River Exhibition with Manitoba's largest midway and a wide variety of family entertainment. Folklorama is the largest running multicultural event in the world of its kind, held throughout the city for two consecutive weeks during the summer months. The Winnipeg Fringe Theatre Festival is the second-largest fringe festival in North America. The annual Winnipeg Folk Festival is internationally renowned, 40 years old and running strong. The Festival du Voyageur is one of North America's longest-running winter festivals. These

along with numerous others including the Winnipeg International Children's Festival, and the Winnipeg Jazz Festival, which hosts some of the finest Jazz Musicians from around the world and converges at the Winnipeg Art Gallery (Canada's oldest public Art Gallery,) help ensure that our unique contemporary culture grows and thrives.

There is no shortage of entertainment options and we have a sophisticated and open cultural scene. Canada's crossroads are easy to get to by land, rail or air; but difficult to leave.

For more information on Winnipeg please visit <https://www.travelmanitoba.com>, www.winnipeg.ca, www.economicdevelopmentwinnipeg.com, www.winnipegairport.ca, and www.centreventre.com.

About Saint-Boniface



Aulneau Renewal Centre is located in the heart of Old St. Boniface, a few minutes from downtown Winnipeg and next to St. Boniface University and the St. Boniface Cathedral, as well as within walking distance to the Canadian Museum for Human Rights.

ARC also provides services in Steinbach, Beausejour, and Selkirk, three (3) regional centers within an hour's drive from Winnipeg.