



Chief Executive Officer

Position Profile and Candidate Brief

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Legacy Executive Search Partners
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Introduction

I am delighted to be able to present to you this Position Profile and Candidate Brief for the position of Chief Executive Officer prepared on behalf of the John McGivney Children's Centre (JMCC).

I trust that this document will provide you with background information on JMCC, a position description and candidate profile and an outline of the search process we will be leading on behalf of the organization.

Please feel free to contact me if you require any additional information about the position or need clarification on any aspect of the search process. Additional information about John McGivney Children's Centre can be found on their web site www.jmccentre.ca

On behalf of Legacy Partners and John McGivney Children's Centre, I would like to thank you for your interest in this position and assure you of our prompt and fullest attention at all times.

Yours,



Tony Woolgar
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Overview of John McGivney Children's Centre

The John McGivney Children's Centre (JMCC) provides a range of pediatric rehabilitation and support services to over 3,000 children and youth annually in Centre, homes, community schools, childcare centres, and other settings throughout Windsor/Essex County. Specialized therapies and services include physiotherapy, occupational therapy, speech/language pathology, social work, behavioral services, augmentative communication services and seating/mobility services. Services are available to children and youth under the age of 19 years, and young people between the ages of 19 and 21 who remain in school who reside in Windsor and Essex County. JMCC is one of twenty-one Children's Treatment Centres (CTCs) located across Ontario that are members of the provincial association Empowered Kids Ontario. It is one of three CTCs with an on-site integrated childcare centre, which is operated by the YMCA of Western Ontario, and is also one of six CTCs with an on-site Section 68 School Authority.

JMCC plays a critical role in bringing regional pediatric services to Windsor/Essex County by hosting on-site clinics for a growing range of pediatric specialty services from London Health Sciences Centre that include pediatric orthopedics, rheumatology, and genetics.

JMCC has an annual budget of approximately \$11M and a complement of approximately one hundred staff as well as many volunteers and active participants from the community. JMCC is a not-for-profit organization with a registered charity status and receives funding from multiple provincial ministries including Ministry of Children, Community and Social Services and other sources of funding supporting the annual operating budget.

Corporate Information

The following are links to JMCC web pages that provide additional information on the Centre:

Organizational History – <https://jmccentre.ca/history>

Services Overview - <https://jmccentre.ca/services/>

- Services Overview
- Centre-based Services
- Community-based Services
- Services in Community Schools

Publications and Reports - <https://jmccentre.ca/publications-and-reports>

- Annual Reports
- Financial Reports
- Strategic Plans
- Survey and other Reports

John McGivney Children's Centre - Mission, Vision, and Values

Mission

We enrich and celebrate the lives of children and youth with disabilities to help abilities grow by providing child-focused, family-centred care.

Vision

As a provider of innovative services to children with disabilities, we are a centre of hope, support, and inspiration, working together toward a future of empowerment, participation, and opportunity.

Values

Collaboration: We believe that children live in relationships with their families, their communities and society. We are committed to collaboration with the people and organizations who provide support to the children we serve.

Honesty: We believe that the best decisions and actions are taken with transparency and accountability. We are committed to honesty and openness in our work and in our interactions with others.

Innovation: We believe that our children and families deserve to have access to the best ideas and services. We are committed to seeking out new and better tools and techniques, and methods of engagement with our children, families, and the community.

Leadership: We believe that as practitioners, and as an organization, we play an important role in leading for change. We are committed to using our expertise to help build a better world for the children and families we serve.

Diversity, Equity, and Inclusion: We believe that our work is made better when we listen to, include, and meet those who need our services where they are and remove barriers to participation. We are committed to being an equitable and just organization.

Chief Executive Officer

The Position

Overview

The Board is looking for a passionate, caring, and courageous leader who can inspire and motivate staff through an inclusive and engaging leadership style and will work collaboratively with families, funders, and community partners to ensure the continued success of its programs throughout the region of Windsor/Essex County. Reporting directly to an engaged Board of Directors and working closely with a committed management team and dedicated staff, the CEO will be a visionary organizational leader and strategic community partner committed to providing high quality, family-centred care.

The Chief Executive Officer will model the values of JMCC and lead the organization to successfully implement and achieve its mission, vision, and values. Under the general direction of the Board of Directors, the Chief Executive Officer ensures that the Strategic Plan of the Board is carried out through direction, empowerment, and coordination of all activities of JMCC. The Chief Executive Officer is responsible for managing the overall operation of the organization; preparing budget and monitoring expenditures; planning, overseeing, and evaluating the delivery of programs and services; liaising with funders; advocating on behalf of JMCC for a healthy community; providing leadership to the Board, staff, and committees; and communicating the organization's mission and values. The Chief Executive Officer is also responsible for developing internal processes and structures which create and support a culture of inclusion and engagement across the organization and foster a philosophy of success through teamwork.

Reporting Relationships, Accountabilities and Key Responsibilities

Reports to:

The Board of Directors

Direct Reports:

Director, Client Services

Director, Finance and Administration

Manager, Communications

Manager, Community Affairs

Executive Assistant

Accountabilities and Key Responsibilities:

Internal

- Set in conjunction with the Board, the strategic direction for the organization.
- Ensure that the resources of the organization (human, financial and capital assets) are aligned with JMCC's mission, vision, values, and strategic plan.
- Sustain and reinforce the unique organizational culture of JMCC that is built on dedication to providing high quality, family-centred care.
- Continue to expand the Centre's capacity as a learning organization through staff training/development, mentoring/coaching and diverse student placements across all programs and services.
- Ensure that the organizational structure facilitates the work of JMCC in an accountable and efficient manner and meets the demands of a growing client population as well as growing program needs.
- Provide clear and decisive leadership, congruent with the strategic direction established by the Board.
- Establish a positive, accountable, and collaborative working relationship with the Board characterized by open communication. Working within clearly defined roles, the Board and CEO will develop mutually acceptable processes for direction setting, decision making and issues management.
- Continue to build solid relationships with clients and their families in order to maintain JMCC's family-centred care model.
- Ensure that JMCC's strategic and operating plans are based on sound financial forecasts.
- Assume executive responsibility for capital redevelopment so that JMCC is equipped to address growing client volumes in an environment of high-quality, cost-efficient care.
- Assume executive responsibility for fundraising, both capital and operational.
- Continue to instil and cultivate a spirit of innovation and enterprise throughout all levels of the organization.
- Promote the role played by volunteers within the Centre.

External

- Establish and sustain mutually beneficial relationships at the political and bureaucratic levels, at the provincial and municipal levels in order to ensure that JMCC's role is understood and supported.
- Continue to actively collaborate with JMCC's current partners and further develop the necessary vertical and horizontal partnerships to ensure the continued success of its programs in meeting the needs of children and young adults in communities it serves.

External (continued)

- Advocate with community partners and provider agencies to enhance funding to meet the needs of the communities served by JMCC and its partners.
- Develop a strategy to position the organization for future success with current and future funders by providing leadership and promotion of the organization in the communities it serves.
- Actively champion JMCC and its successes in the community in order to raise its profile beyond its current funders and partners.

Chief Executive Officer

The Person

Education, Qualifications and Experience

- Passionate, caring, and courageous person possessing values and perspectives congruent with JMCC's vision, mission, and values.
- Minimum of seven to ten years in senior management positions, in a leadership capacity in the community-based non-profit sector.
- Education/professional qualifications that give evidence of the intellectual ability to deal with complex strategic and operational issues. Academic credentials at the Master's level or equivalent are beneficial.
- An ability to establish productive and sustainable linkages with government, bureaucrats, Ministers, and other stakeholders.
- A substantial level of experience in working with Boards and community stakeholders, plus an appreciation for an understanding of how to work through diverse interests, values, opinions, and decision-making approaches.
- Sensitive to the needs of a diverse multi-cultural community.
- Experience in the delivery of clinical treatment and support programs, in conjunction with other providers.
- Demonstrated ability to recruit, retain and develop superb talent, encouraging such individuals to realize their full potential.
- Proven business skills, compatible with a highly regulated not-for-profit organization.
- An appreciation for and active support of health care philanthropy.

The Person (continued)

Demonstrated Competencies

- Proven capacity in building relationships.
- Leadership qualities that inspire and motivate staff, infuse an organization with a spirit of collaboration and team building in order to achieve results.
- A management style that is approachable, respectful, honest, participatory, empowering, and enabling.
- An ability to bring issues forward at the right time and in the right way in order to achieve results.
- Superior communications skills and presentation style – oral and written, at all levels and with diverse audiences.
- Patience balanced with a sense of forward momentum and bias for action.
- A reputation for openness, high moral and ethical standards and a bias for action.
- Excellent interpersonal skills in negotiation, conflict resolution and consensus building.
- A healthy respect for quality of work-life issues.
- Great sense of humor and humility.

Key Leadership Qualities

- Inspirational and motivational leader.
- Open and transparent.
- Personal integrity.
- Strategic thinker.
- Team player and team builder.
- Community relationship builder.
- Results oriented.
- Flexible and adaptable.

The Process and Timetable

The Board is looking to complete the recruitment process as soon as possible. Screening of all candidates and initial telephone interviews with selected candidates will be conducted on an ongoing basis following receipt of applications. In-person interviews will then be arranged with me for those candidates who most closely match the professional and personal requirements for the position. As soon as possible after the closing date, I will present a long list of candidates to the Search Committee of the Board, further to which a short list of candidates for interview will be agreed upon. Following the initial interview there may also be a second interview arranged with selected candidates before an appointment is made.

I trust that this Position Profile and Candidate Brief has enabled you to decide whether the position of Chief Executive Officer for John McGivney Children's Centre is one that interests you. If you wish to be considered for the position, please forward a cover letter and your resume by email to tony.woolgar@lesp.ca. If you have already submitted an application, it will have been reviewed by me and you will be advised of the progress of your application as the search progresses.

Please be assured that any information that is shared with Legacy Partners will be treated in the strictest confidence and shared only with the client for the purposes of this search.

Thank you once again for your interest.



Tony Woolgar
Partner and Head of National Healthcare Leadership Practice
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