



## Role Posting: Community Leader/Executive Director L'Arche Lethbridge

**Posted:** March 3, 2025.

**Closing:** March 28, 2025.

L'Arche is an organization in which people with and without intellectual disabilities share life together based on stated core values, as articulated in our Leadership Model. We live, work, and learn together in our 30 communities across Canada. Founded in 1969, L'Arche Canada strives to shape a more just society where each person's gifts are known and celebrated.

**Position:** Community Leader/Executive Director

**Location:** L'Arche Lethbridge, Lethbridge Alberta

**Duration:** Permanent full time

**Start date:** June 1, 2025.

**Salary:** Commensurate with experience

**Responsible To:** L'Arche Lethbridge Board of Directors & the L'Arche Canada Western Regional Director

**L'Arche Lethbridge** is seeking an energetic, compassionate individual who is willing to lead this faith-based, and relationship focused community for an initial term of 4 years, with the possibility for renewal at the end of that period. In addition to being responsible for fulfilling the mission of L'Arche and upholding the values and philosophy outlined in the L'Arche International Charter and L'Arche Canada Leadership Model, the Community Leader also acts as Executive Director and is therefore responsible for ensuring adherence with government standards, directives and local community policies. The Community Leader ensures that adequate structures, systems, resources, and processes are in place to meet the needs of the community. The Community Leader supervises other leadership team members and administrative staff and works closely with all stakeholders to manage high-quality, person-centred care ensuring the well-being of all members of L'Arche Lethbridge homes and programs.

### Who we are:

L'Arche Lethbridge is a vibrant community that is over 30 years old and rooted in the traditions of L'Arche creating a place of welcome and belonging for all. It is a registered charity under the governments of Alberta and Canada. The community is situated in Lethbridge, one of Canada's sunniest cities and a gateway to the Canadian Rocky Mountains. We currently have **three L'Arche homes, providing residential services for 12 Core Members** (adults with intellectual disabilities), creating a community with those who support, live and work together based on the unique L'Arche shared living model. We also own our own office building in the downtown area, which is our administrative centre and meeting place for the community. We are well-integrated into the wider Lethbridge community and enjoy connecting with and participating in different groups and networks across the city. **The community is well positioned to plan and to take the next steps for growth and innovation.**

To learn more about our community, visit our website at <https://larchelethbridge.org/>, our Facebook page, <https://www.facebook.com/larchelethbridge/> and Instagram, <https://www.instagram.com/larcheleth/?hl=en> or the L'Arche Canada website, <https://larche.ca/>

### Our Community Leader:

- Ensures reviews, goals, individual plans, and support processes are in place and effective for Core Members
- Develops and fosters a comfortable, welcoming, and affirming community-building atmosphere
- Ensures celebrations, traditions, spiritual practices, and gatherings are inclusive and meaningful
- Leads strategic planning and program development in alignment with our current Mission in Action Plan
- Ensures adequate time and resources are designated to deliver high-quality formation and training programs
- Oversees recruitment to ensure skilled and community minded individuals are supporting the homes and programs
- Reports to the Board and liaises with different levels of the L'Arche Federation

- Works with government and other regulators to manage risk and fulfill reporting requirements
- Represents L'Arche with families, funders, donors, other agencies, and stakeholders
- Ensures maintenance and upkeep of all L'Arche Lethbridge's homes, vehicles, and equipment
- Manages financial planning, budgeting, and reporting to meet all requirements
- Supervises, coaches and evaluates members of the leadership and administrative teams
- Collaborates effectively with leaders, teams, council, the Board, and committees
- Supports regional, national, and international L'Arche initiatives

<b><u>Qualifications:</u></b>	<b><u>Attributes:</u></b>
<ul style="list-style-type: none"> <li>• Previous L'Arche experience at the leadership level is an asset</li> <li>• Experience and knowledge of the disability and not-for-profit sectors is an asset</li> <li>• A post-secondary degree or certificate in the human services field is an asset</li> <li>• Experience in/or knowledge of business administration/management, fundraising and/or project management</li> <li>• Clear police check including vulnerable sector screening</li> <li>• Effective decision making and ability to apply good judgement</li> <li>• Ability to delegate effectively and responsibly, with an appropriate level of supervision</li> <li>• Ability to be flexible and manage the stress of multi-faceted responsibilities</li> <li>• Ability to remain calm and provide focused and clear decisions and directives in times of crisis.</li> <li>• Ability to follow-through on commitments in a timely fashion</li> <li>• Ability to present/facilitate large and small meetings, and to be in front of groups of people</li> <li>• Ability to directly address tensions in relationships and model effective conflict resolution practices.</li> <li>• Ability and desire to learn and acquire new skills</li> <li>• Ability to give and receive constructive feedback</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of L'Arche</li> <li>• Knowledge of the L'Arche Canada Leadership Development program, <a href="https://larche.ca/work-with-us/leadership-training">https://larche.ca/work-with-us/leadership-training</a></li> <li>• Committed to L'Arche core values</li> <li>• Committed to personal and shared spirituality</li> <li>• Passionate about building relationships</li> <li>• Empathetic, respectful, collaborative, teambuilder</li> <li>• Leads by example, inspires confidence in others and calls forth their gifts.</li> <li>• Passionate about advocacy with people with intellectual disabilities</li> <li>• Comfortable with technology</li> <li>• Skilled in Human Resource practices and procedures</li> <li>• Manages stress, workload and times of crisis</li> <li>• Strong and authentic communicator in any forum</li> <li>• Committed to self-development</li> <li>• Energized by cultural diversity and inclusion</li> </ul>

### **How to Apply:**

Please submit your resume, including a minimum of two references, along with a cover letter outlining your desire for and qualifications for this role by **March 28<sup>th</sup>**, 2025 to: <https://recruiting.ultipro.ca/LAR5000LCHC/JobBoard/eb8d0b41-ec82-4e0e-9494-3493c780dd62/Opportunity/OpportunityDetail?opportunityId=8e2e700c-bdac-4451-b94a-a8981f0e9b99>

Only selected candidates will be contacted for an interview.