

Two Job Opportunities - Tatamagouche Centre

Tatamagouche Centre is a non-profit residential adult education and retreat Centre established by the United Church of Canada in 1955. The Centre offers a range of leading-edge programs, hospitality and services to both church and community in support of its commitment to transformation, inclusiveness, social justice, spiritual formation and community development.

Tatamagouche Centre is now inviting applications for two exciting new positions on our three-person Staff Leadership Team: the Program Director and the Organization and Outreach Director position. The Staff Leadership Team, composed of these two positions plus our Financial Director, will be responsible for guiding the Centre through a two-year transition process towards an increasingly collegial staff and governance model while maintaining excellence in present programs and daily operations. At the end of the two-year period, these team members will be given consideration for the permanent positions which will be defined through this process. This is a unique opportunity to contribute to shaping the future of Tatamagouche Centre in a direction consistent with its principles and values.

Program Director

The Program Director provides leadership and management in the area of program development, promotion and implementation, to fulfill the Centre's mission in the church and community. The successful candidate will have experience with and a passion for transformational adult education, plus a proven record of assessing needs and opportunities, and developing, planning, promoting and implementing a range of participatory experiential adult education programs. She or he will be familiar with current approaches to innovative, participatory adult education to foster both individual and social transformation, and will be highly-skilled in coaching and teaming within a changing work environment.

Organization and Outreach Director

The Organization and Outreach Director provides leadership and management in the area of transition planning for both staff and governance structures, as well as personnel, fund development, food services, property and facilities management. This position also coordinates and ensures good communications with the Board, all courts of the United Church of Canada, key partner organizations and a wide variety of individuals. The successful candidate will have a minimum of five years experience of successful management of a community-based non-profit and/or faith-based organization, plus related post-secondary education or training. She or he will have excellent interpersonal, communication and team-development skills and be an innovative self-starter, comfortable working in a context of organizational transition.

Conditions of Employment

These positions are onsite, two-year term positions for 80% time (30 hours per week). Salaries are commensurate with similar positions in this sector. Both the Program Director and Organization and Outreach Director must be in essential agreement with the mission, values, theological and educational approach of the Centre.

Hiring Process

Review of applications will begin the week of September 6 and continue until suitable candidates are found. Employment will commence on a mutually agreeable date later this fall. Applicants should submit a maximum two-page letter indicating which position they are applying for and describing what attracts them to the position along with the key values, approach and relevant experience they bring, plus a curriculum vitae and three references.

Further details, including full job descriptions, are available at www.tatacentre.ca or from the Registrar at 1-800-218-2220.

Applications may be emailed in full confidence to Wilf Bean at director@tatacentre.ca

In accordance with Tatamagouche Centre's policy of inclusion, we welcome applications from visible minority group members, women, Aboriginal persons, persons with disabilities and members of sexual minority groups.

**Tatamagouche Centre
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