



2020 Ogilvie Road, Ottawa, ON, K1J 7N8
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Is seeking to fill the full-time position of **EXECUTIVE DIRECTOR**

The Gloucester Senior Adults' Centre (GSAC) is a non-profit organization located in the east end of Ottawa. GSAC has over 650 members and is a Centre dedicated to seniors 50 and over.

The Executive Director is responsible for managing the day-to-day operations of the Centre, program planning and execution, seeking and co-ordinating financial grants from government at all levels, and supervising service programs and daily operations of organization and staff.

You are a motivated leader with integrity and strong people skills who is committed to helping seniors and co-workers within GSAC. You are a highly effective communicator in both the written and oral form and you have strong intra- and interpersonal skills.

Education and Work Experience Requirements:

- Attainment of a BA or other equivalent post-secondary degree in a related field
- Seven (7) years experience in providing program development and delivery for seniors, five (5) of which in a management capacity.
- Experience working with Seniors in a similar capacity
- Training in first aid and AED, and you have an up-to-date Police Record Check

For more information about the Gloucester Senior Adults' Centre, or to download a copy of the job description, please visit our website at: www.storm.ca/~gsac

Interested applicants should send a resumé and cover letter outlining how they meet the specific requirements of the position by e-mail to: andredgascon@gmail.com **by Friday, February 10, 2012.**

While we sincerely appreciate all applications, only those candidates selected for interview will be contacted