



Position: Centre Manager
Reports to: Operations Director, AWASCO
Location: Stratford, ON
Status: Full-time, Permanent

Animal Welfare Agency South Central Ontario

The Kitchener-Waterloo Humane Society and the Stratford-Perth Humane Society are community based animal shelters which make up the Animal Welfare Agency of South Central Ontario. As a leader in Animal Welfare in our communities we are focused on the responsible treatment of animals through education, compliance, advocacy and care.

The Opportunity

The Stratford-Perth Humane Society is searching for a Manager to oversee the day-to-day operations of the centre. They will lead and manage community engagement as well as implement and direct the provision of a broad range of animal welfare programs and services. The Centre Manager is responsible to:

- Increase the profile of the SP Humane Society,
- Develop and maintain strong volunteer partnerships,
- Develop, maintain and enhance strong business relationships,
- Provide guidance and leadership to a small staff team.

We are seeking a result driven, enthusiastic, flexible, and adaptable professional for the role of Centre Manager. Reporting directly to the Operations Director, you will primarily be responsible for coordinating and executing the overall operation of the Centre. With a desire for achieving program goals through partnership growth and executing strategy, your tenacious ability will help you drive results.

Qualifications

Education

Post-secondary Education – College/University certificate/diploma

Experience and Skills

- 2 – 3 years supervisory and management experience
- Not-for-Profit and/or Charity experience
- Goal setting and achievement oriented
- Strong relationship building and communication skills
- Highly organized with strong attention to detail
- People management experience
- Proficient PC skills with MS Office and Windows

Working Conditions

- Some evenings and weekends
- Access to own vehicle; Hold a Class 'G' Ontario driver's license

Applying

If you have the qualifications and share our passion for our mission, we invite you to forward your resume and cover letter to Kim McDonald, Human Resource Manager at kim.mcdonald@awasco.ca. We offer comprehensive benefits including pension, dental and medical coverage.

This position will remain open until a suitable candidate is found.

Please include the exact job title in the subject line of your email.

We thank all applicants for their interest however, due to volume, we can only contact those selected for interviews.

Candidates from diverse groups are encouraged to apply. We are committed to fostering an inclusive, barrier-free and accessible environment. If you have been contacted for an interview and require an accommodation due to disability to participate in the recruitment and selection process, please advise and we will work with you to meet your needs.

Learn more and get involve with AWASCO at www.kwhumane.com and www.sphumane.com