



Job Posting

Position Title: Director, Governance and Corporate Strategy (Bilingual essential)
Available: Immediately
Terms: Permanent full-time position with benefits
Starting Salary: Commensurate with experience
Deadline to Apply: Sunday July 8th, 2012

Responsibilities: This position is responsible for strengthening and overseeing corporate governance and secretariat support to Accreditation Canada's Board of Directors, as well as providing strategic and advisory support to the President and Chief Executive Officer. Primary responsibilities include: Board secretariat and governance support; coordination of the external relations plan and related issues; strategic and advisory support to the President and Chief Executive Officer; and the development and coordination of all aspects of organizational strategic planning.

Qualifications / Characteristics: This is a challenging opportunity for an individual with the following:

- Five to six years of relevant experience with governance framework, Boards of Directors and working within an Executive level environment;
- Master's degree in Healthcare Administration or related degree;
- Exceptional organizational, project management and strategic planning capabilities;
- Experience with the development, coordination and deployment of operational and strategic planning processes;
- Experience with coordinating the development and execution of a corporate external relations plan;
- Excellent communication (written, oral and presentation), interpersonal and relationship-building skills;
- Strong change management and consensus building skills;
- Experience with establishing credible partnerships and relationships with internal and external stakeholders;
- **Bilingualism (English/French) is essential;** and
- Well-developed skills in MS Office Suite.

Apply by email: careers@accreditation.ca

Only candidates selected for an interview will be contacted.

Accreditation Canada is an equal opportunity employer and is committed to the principles of Employment Equity. We encourage applications from all qualified women and men, including visible minorities, Aboriginal persons and persons with disabilities.