



**Ontario Coalition of Rape Crisis Centres (OCRCC)
Job Posting - Executive Director**

Position Title	Executive Director
Nature of Employment	Permanent part-time 21 hours per week
Reporting to	Chair of the Board
Location	Remote, with some travel required
Compensation and Leave	\$84,000/annum pro-rated Four weeks vacation (20 days) pro-rated + Twenty Paid sick days per year pro-rated

Organization Overview

The Ontario Coalition of Rape Crisis Centres (OCRCC) is a network of 30+ English-language sexual assault centres in Ontario. Our members offering counselling, information and support services to survivors of sexual violence, including sexual harassment, human trafficking, childhood sexual abuse and incest.

Role Summary

The Ontario Coalition of Rape Crisis Centres (OCRCC) is seeking its first Executive Director to strengthen the Organization to lead the Coalition into its next chapter of provincial advocacy and collaboration to support services of sexual violence. The role will work closely with the Executive Committee (i.e. Board of Directors comprised of member agencies) to provide strategic leadership, strengthen relationships, and steward the Coalition’s voice in policy, public education, and gender-based violence response across Ontario.

The Executive Director will guide organizational development, oversee operations and partnerships, and ensure OCRCC remains a trusted, survivor-centred, and equity-driven leader in the anti-violence sector. This is an opportunity to shape an evolving organization, support frontline centres, and advance systemic change for survivors and communities across the province.

Key Responsibilities

Division of Responsibilities

- 25% Leadership & Advocacy: Board development and strengthening Membership relationships.
- 25% Fund Development: Diversifying revenue through grant writing, proposals, and fundraising.



- 50% Operations, Finance and Human Resources: Ensuring organizational stability, fiscal health, and staff support.

Key Priorities

- Develop and implement a sustainability and fundraising strategy, including grant writing and identifying new funding opportunities to diversify revenue sources;
- Build and maintain strong partnerships with member centres, sector allies, and key provincial stakeholders;
- Implement HR practices that foster a culture of respect, accountability, and transparency, while overseeing two full-time staff;
- Lead the development of a provincial advocacy strategy and represent the Coalition in key networks and sector tables; and
- Ensure the Coalition is integrated into critical networks and positioned as a trusted, credible voice in the anti-violence sector.

Responsibilities

- Provide strategic direction to ensure the continued success and growth of the Coalition for the future;
- Work with, and provide information to, the Executive Committee to enable them to evaluate the financial standing of the Coalition, staff relations, progress on all major project activities, achievement of objectives, and adherence to approved policies, statutory, regulatory, and contractual requirements;
- Develop, manage and keep the Board informed of the organization's annual budget, ensuring financial sustainability and compliance with all relevant regulations and reporting requirements;
- Ensure that the organization complies with all legislation including taxation and withholding payments
- Maintain corporate records and corporate compliance requirements
- Conduct official correspondence on behalf of the board and jointly with the board as appropriate
- Establish a positive, healthy and safe work environment in accordance with all appropriate legislation, regulations and organizational mission, mandate, and beliefs;
- Establish good working relationships and collaborative arrangements with community groups, funders, and other organizations to help achieve the goals of the Coalition;
- Develop and maintain working relationships with government departments and ministers and other organizations involved in work related to that of the Coalition; and
- Draft timely, informed responses on issues related to sexual violence and the work of rape crisis centres.



Qualifications

Education

- Degree is in a relevant field OR equivalent combination of experience; Specific training in organizational and not-for-profit management and/or fundraising is also highly desirable.

Experience

- Minimum of three years in a leadership role in the not-for-profit sector, ideally in social service organizations.
- Demonstrated portfolio of experience in: operational management; staff oversight and support; financial management and fundraising; and community, government, and media relations.

Skills

- Demonstrated commitment and awareness of the organization's mission and values, including a commitment to centering anti-oppression, anti-racist feminist perspectives.
- A strategic thinker with the ability to support and manage change, work collaboratively with diverse stakeholders, and contribute to organizational growth and sustainability.
- Able to build and maintain strong relationships with stakeholders, including staff, member organizations, funders, and community partners.
- Strong financial management skills, including budgeting, forecasting, and financial reporting.
- Excellent oral and written communication skills, including demonstrated experience in grant writing.
- Excellent interpersonal skills and ability to work independently.
- Bilingualism is an asset.

Other

- Criminal Record Check with Vulnerable Sector Screening required.
- Able to work flexible hours, including some evenings and weekends.
- A valid driver's license and vehicle access is a requirement.

Application Deadline: July 3rd, 2026, projected start date of August 24th (negotiable)

**Please submit a cover letter and resume to Jessie Rodger Chair jessier@anovafuture.org
We will be reviewing applications on a rolling basis, so early submissions are strongly encouraged.**

If you require any accommodation, please contact Jessie directly. OCRCC will make reasonable accommodations to enable all applicants to participate in the recruitment process.



We thank all candidates for their interest but only those selected for an interview will be contacted. Please be aware that successful candidates will be required to attend an in-person interview with the Board, with reasonable costs covered by the OCRCC.

OCRCC is dedicated to building an organization that reflects the diversity of the communities we serve. We encourage individuals from traditionally underrepresented backgrounds, including Indigenous, Black, Immigrant and Refugee, People of Colour, 2SLGBTQIA+ communities, people with Dis/abilities, and all equity seeking groups to apply.

AN IMPORTANT NOTE (Adapted from CivicAction): Research shows that women and racialized candidates often only apply to positions when they feel 100% qualified. If you're interested in this role but don't see yourself fully reflected in the requirements of the posting, we still encourage you to apply.