

EXECUTIVE DIRECTOR

Annual salary range: \$120,000-\$140,000

Inclusion New Brunswick (Inclusion NB) is a provincial, non-profit organization dedicated to advancing the rights, dignity, and inclusion of people with an intellectual or developmental disability (IDD). Through advocacy, policy influence, community leadership, and direct support, Inclusion NB works to ensure people with IDD are valued, included, and supported to live full lives in their communities.

THE OPPORTUNITY

We are seeking a values-driven, highly credible **Executive Director** to provide strategic leadership, strong advocacy, and organizational stewardship during a pivotal period for the organization. Reporting to the Board of Directors, the Executive Director is responsible for advancing the mission, representing Inclusion NB publicly, supporting a strong internal culture, and ensuring the organization's long-term sustainability.

KEY RESPONSIBILITIES

Strategic and Organizational Leadership

- Develop and implement strategic and operational plans with the Board.
- Turn strategy into defined priorities, measurable results, and clear accountability.
- Provide steady leadership through organizational change, growth, and complexity.

Advocacy, Government and External Relations

- Serve as Inclusion NB's primary advocate and public voice.
- Influence public policy and funding decisions affecting people with IDD.
- Build trusted relationships with government, funders, media, and community partners.

People and Culture Leadership

- Foster a respectful, inclusive, and psychologically safe workplace.
- Lead, coach, and develop a diverse senior leadership team.
- Demonstrate strong emotional intelligence and conflict resolution skills.

Organizational Stabilization and Trust-Building

- Proven leadership in recovery, transition, and organizational repair.
- Proven commitment to transparent decision-making, consistency, and follow-through
- Capacity to support staff well-being, align workloads, and strengthen a respectful, inclusive, and high-trust workplace culture.

Governance and Financial Stewardship

- Work collaboratively with the Board and its committees.
- Oversee financial sustainability, risk management, and accountability.
- Ensure strong governance practices and board-management role clarity.

THE IDEAL CANDIDATE

The ideal candidate is a mission-driven executive leader who brings strong advocacy capability, deep values alignment, and the credibility to lead Inclusion NB at this stage of its evolution.

Values and Mission Alignment

- Demonstrates deep alignment with Inclusion NB's mission, values, and commitment to dignity and inclusion.
- Engages authentically and respectfully with individuals, families, staff, and partners.

Advocacy and Sector Credibility

- Proven experience advocating effectively with government, funders, and policymakers.
- Strong public communication skills, including media and high-stakes stakeholder engagement.
- An advocacy style that is strategic, collaborative, and results-oriented.

Sector Knowledge and Lived Experience

- Experience within the disability inclusion movement or adjacent marginalized sectors, with demonstrated operational understanding of frontline service delivery
- Ability to maintain visible connections to staff, programs, and regional realities
- Commitment to grounding executive decisions in lived experience and frontline insight

Leadership and Executive Capability

- Demonstrates collaborative leadership while maintaining clear executive accountability and decision-making authority
- Experience leading complex, multi-stakeholder organizations.
- Strong people leadership, sound judgment, and effective decision-making under ambiguity.
- Ability to balance strategic vision with operational discipline.

QUALIFICATIONS

- Minimum of 5 years of senior executive leadership experience in a non-profit, public, or mission-driven organization.
- Experience working with Boards of Directors and governance best practices.
- Strong business and financial literacy.
- Post-secondary education in a relevant field.
- Fluency in English and French is a strong asset and will be given significant consideration.

HOW TO APPLY

Interested candidates are invited to submit a cover letter and resume to kelmoutchou@inclusionnb.ca no later than **November 18th, 2026**.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.



InclusionNB