

The Society for Christian Education in Southern Alberta (Immanuel Christian Schools) is seeking a full time Executive Director. This is a key leadership position, reporting to and assisting the Society board in achieving the mission, vision, goals and objectives of the Society. This position is also responsible for the promotion of Immanuel Christian Schools within the Society membership, alumni and the community, for the purpose of raising awareness and funds.

The successful candidate will have the following qualifications:

- Post secondary degree/diploma in Business Administration, Public Administration, Marketing, Accounting or related field.
- Management experience.
- Experience in fundraising, including capital campaigns, major gifts, annual giving, and planned giving.
 - Certified Fundraising Executive (CFRE) designation or working towards designation considered an asset.
- Demonstrated success with regard to:
 - Human resource management and ability to effectively supervise employees;
 - Fiscal and strategic leadership responsibility;
 - Developing and monitoring budgets.
 - Strong analytical thinking and decision-making skills.
 - Strong relationship abilities – able to think and act from a strategic perspective.
 - Strong interpersonal and written communication skills. Able to listen with understanding and share information in a clear and concise manner

To respond to this opportunity, please forward your resume and Personal Statement of Faith, together with a cover letter detailing your passion for Christian ministry employment, to careers@immanuelcs.ca.

Application Deadline is June 17, 2022. Only those applicants considered for interviews will be contacted.