# Join Our Team: Executive Director

**Location:** National Capital Region (Hybrid – minimum 2 days remote)

**Position Type:** Full-Time

**Start Date:** September 1, 2025

**Compensation:** Competitive salary and comprehensive benefits

**Reports To:** Board of Directors

**Languages Required:** ASL and/or LSQ and Bilingual (English and French)

## About CAD-ASC

The Canadian Association of the Deaf - Association des Sourds du Canada (CAD-ASC) is a national leader in advocating for the human rights, linguistic access, and full inclusion of Deaf, Deaf-Blind, Deaf Disabled, and Hard of Hearing Canadians. We are seeking a visionary and dedicated Executive Director to lead the organization into its next chapter.

## About the Role

As the Executive Director, you will oversee the overall operations, advocacy initiatives, and strategic direction of CAD-ASC. You’ll serve as the primary liaison between the Board of Directors, staff, community stakeholders, government partners, and the public. This is a leadership role that blends advocacy, strategic planning, and organizational management.

### Key Responsibilities

Leadership & Strategy

* Shape and execute the long-term vision of CAD-ASC.
* Foster collaboration and inspire staff, community members, and partners.
* Represent CAD-ASC as a passionate and articulate spokesperson.

Organizational Management

* Supervise staff and contractors, ensuring performance aligns with organizational goals.
* Oversee the development and delivery of reports, briefs, presentations, and strategic documents.
* Monitor legislation and policies affecting our communities and share insights proactively.

Governance & Board Relations

* Implement Board-approved policies and ensure effective communication with the Board and its committees.
* Support the Board in strategic planning, fundraising, and governance processes.
* Serve as an ex-officio member of committees or designate staff representatives.

Financial Management

* Lead the development of funding sources and maintain sound fiscal operations.
* Prepare the annual budget for Board approval and monitor financial performance.
* Ensure timely and accurate financial reporting and lead fundraising campaigns.

Advocacy, Communications & Public Engagement

* Lead national advocacy efforts on accessibility, sign language rights, and social equity.
* Act as CAD-ASC’s primary spokesperson in public and media engagements.
* Guide the development and dissemination of public communication materials.
* Deliver dynamic, accessible presentations in sign language.

## What We’re Looking For

Essential Qualifications

* Bachelor’s degree and a minimum of 5 years of leadership experience working with Deaf, Deaf-Blind, Deaf Disabled, and Hard of Hearing communities.
* Deep understanding of Deaf culture and accessibility issues.
* Strong knowledge of the Accessible Canada Act and the UN Convention on the Rights of Persons with Disabilities.
* Demonstrated commitment to equity, anti-oppression, and social justice.

Skills & Experience

* Experience with grant writing, budgeting, and nonprofit operations.
* Strong advocacy and communication skills, both written and signed.
* Proven ability to lead diverse teams and manage complex projects.
* Strategic thinker with a collaborative and community-focused approach.
* Demonstrated experience in relationship building with governments, funders, and partners.

## How to Apply

Please submit your **cover letter Including salary expectations and resume** to [hr@cad-asc.ca](mailto:hr@cad-asc.ca) by June 20, 2025.

We appreciate all applications. Only those selected for an interview will be contacted. If you require accommodations during the application or interview process, please email [hr@cad-asc.ca](mailto:hr@cad-asc.ca) .

Commitment to Equity

CAD-ASC is committed to employment equity and encourages applications from all qualified individuals, especially Deaf, Deaf-Blind, Deaf Disabled, and Hard of Hearing people, Indigenous people, racialized people, women, and 2SLGBTQIA+ individuals.