

Chief Executive Officer - Salt and Light Catholic Media Foundation

Location: Toronto, Ontario

THE ORGANIZATION

Salt and Light Catholic Media Foundation (“Salt + Light Media”) is dedicated to being and helping others become the salt of the earth and the light of the world. Our mission is to proclaim Jesus Christ and the joy of the Gospel to the world by telling stories of hope that bring people closer to Christ and the Catholic faith through television, streaming, satellite radio, print and online media. We challenge believers to grow in the knowledge of the faith and the Catholic tradition in its many expressions. We strive to offer an invitation of all peoples, especially those on the peripheries of faith and the Church, to draw closer to the Lord and experience the community of the Church.

THE OPPORTUNITY

The Chief Executive Officer will be a practicing Catholic, have a deep understanding of the Roman Catholic faith and prior experience as an Executive Director or CEO of a nonprofit organization. They will also have extensive experience in fund raising, working with boards to create and implement organizational and operational long- and short-term strategies. Combining inspirational leadership, innovation, and strong management abilities, the successful candidate will be accountable to advance the organization in terms of culture, reach, operational excellence, output, and its impact on the world.

Reporting to the Chair and accountable to the Board of Directors, the Chief Executive Officer will manage the Chief Operating Officer, who oversees the organization’s day to day operations and who is tasked with executing approved business and strategic plans.

DUTIES AND RESPONSIBILITIES

Executive Leadership and Organizational Management

- Will be the official public spokesperson and representative of Salt + Light Media and will cultivate a strong public persona for Salt + Light Media in Canada and abroad.
- Build strong trust-based working relationships with key business partners and with persons and organizations of both the particular and universal Church.
- Will access their fund-raising network to source donations for Salt + Light Media
- Presents and promotes the organization and its mission, staff, and the Board in a consistently positive manner.
- Provide thoughtful and visionary executive leadership that is inclusive, transparent, and empowering in a manner that supports and guides the organization’s mission and strategic plan.
- Leads and motivates subordinates to develop a high performing managerial team and increase employee productivity and engagement.
- Provides guidance and direction on themes and tone of Catholic content carried on all Salt + Light Media platforms consistent with and in support of the organization’s strategic plan and goals.

Board Governance

- Build strong relationships with the entire Board.
- Attend all Board meetings and provide reports and updates on staff as well as all current work, project timelines, and project and organizational progress.
- Implement Board policies and procedures and build support for Board decisions amongst staff
- Work closely and openly with the Board and its committees, ensuring regular and ongoing communication of risks, issues, as well as successes.

Development and Fundraising

- Chief/Advocate fundraiser that drives all development, stewardship and fundraising efforts, including soliciting potential donors, foundations, corporations, major gift campaign participants, program sponsors and individual donors.
- Designs and strategizes fundraising campaigns, including major gift campaigns in support of approved strategic plans.
- Initiate, cultivate, and extend relationships with the organization's portfolio of individual, foundation, and corporate supporters.
- Ensure the organization's financial stability and sustainability by maintaining healthy cash flow and adequate reserves.

Financial Management and Administration

- Formulates short-term and long-term strategic plans in consultation with the Board of Directors that guides the direction of the organization.
- Responsible for the fiscal integrity of the organization.
- Develops annual operating budgets in accordance with and in support of approved business and strategic plans as well as cost and productivity analyses with updates to the Chair and Board on a regular basis.
- Directs resources and manage all financials prudently and within budget guidelines.
- Monitors annual budget and daily financial operations to ensure maximum utilization of resources and optimum financial positioning for the organization.
- Oversees human resource priorities such as hiring, separation, ongoing staff development, performance management, and compensation and benefits.
- Ensure reporting lines and staff accountabilities are clearly defined, understood, and agreed to, and subject to rigorous appraisal, review, and evaluation.
- Responsible for all operations, policies, procedures, and business activities to ensure they produce the desired results and are consistent with the overall strategy and mission.
- Ensure the organization meets all legal and statutory requirements and reporting, including those required by the Canada Revenue Agency, Canadian Radio-television and Telecommunications Commission, and Broadcasting Act, as well as in-house policies and procedures.

QUALIFICATIONS

Candidates should possess the following:

- Roman Catholic
- Preference given to clergy or women religious.
- Maintains fidelity to Church teaching and the Second Vatican Council.
- Demonstrated ability in the interpretation of the Church's mission of education and evangelization.
- Catholic understanding of Ecumenical and Inter-Religious Dialogue.
- University educated, post graduate degree or certificates.
- Bilingual (French and English). Italian would be an asset.
- Five years of prior experience as a CEO, Executive Director, or in a related position at a religious organization, non-profit, foundation, government, or industry.
- Proven experience executing organizational growth and leading a similar or larger size non-profit entity.
- Success in executing fund raising campaigns
- Strong leadership, employee management, interpersonal and multidisciplinary project skills.
- Excellent written and verbal communication skills.
- Familiarity with diverse business functions such as Marketing, Public Relations, Human Resources, Programming, Broadcasting Operations, Legal and Regulatory, etc.
- Experience and background in broadcasting, communications, video production, podcasting and understands both traditional and new forms of media, broadcasting, and technology.
- Success in motivating, recruiting, developing, retaining, and mentoring high performance, mission-driven, and results-oriented teams.
- Business oriented with sound fiscal acumen and proven track record of accountability for financial responsibilities, strategic planning, revenue growth and impact.
- Boardroom experience working with diverse groups and board members. Proven ability in soliciting and fundraising with senior members of the community and established Donors.
- Critical thinker who challenges the status quo, respects the past and is excited about the future.

This unique position offers an exciting opportunity for a motivated, mission-based executive to perform the most important work of their life and make a significant and positive impact on the Roman Catholic faith, Canadians, and people around the world.

SEND YOUR APPLICATION TO: adu@slmedia.org

All inquiries and applications will be held in strict confidence.

We regret that only qualified candidates will be contacted.