



Executive Search & Workplace Solutions



Community Living
Sarnia-Lambton



WE'RE HIRING

**Director of Corporate
Services and Performance**

Send us your CV and Resume
emily@logicexecutivesearch.com



www.communitylivingsarnia.org

Logic Executive Search and Workplace Solutions is proud to partner with Community Living Sarnia-Lambton in the search for a **Director of Corporate Services and Performance**.

Community Living Sarnia-Lambton (CLSL) is a respected charitable, not-for-profit organization dedicated to supporting individuals with developmental disabilities and their families throughout Lambton County. Through person-centred services, advocacy, and community partnerships, CLSL empowers individuals to live meaningful, inclusive lives while promoting dignity, independence, and belonging within the community.

Reporting directly to the Executive Director and serving as a key member of the Senior Leadership Team, the Director, Corporate Services & Performance provides strategic leadership and oversight for the organization's corporate functions, including Finance, Information Technology, Facilities and Asset Management, Procurement, Risk Management, Quality Improvement, Corporate Administration, and Organizational Performance.

This executive leadership role is responsible for ensuring the long-term financial sustainability, operational effectiveness, regulatory compliance, and continuous improvement of the organization. The successful candidate will work collaboratively with senior leaders, the Board of Directors, government stakeholders, and community partners to develop and implement strategies that support CLSL's mission while driving organizational performance and innovation.

Position Availability:

- This posting is for a vacancy within the organization

What's In It For You?

- Base Salary Range: \$110,000 - \$122,000
- Comprehensive Benefits Package
- RRSP With Matching Available
- Opportunity to make a lasting community impact with a respected non-profit organization

What You'll Be Responsible For:

Strategic Leadership

- Providing executive leadership in organizational planning, innovation, quality improvement, and operational excellence.
- Supporting development and execution of strategic priorities aligned with organizational goals.
- Leading organizational change initiatives and promoting a culture of accountability, collaboration, and continuous improvement.
- Serving as a trusted advisor to the Executive Director, Senior Leadership Team, and Board of Directors.

Financial Stewardship

- Leading all financial operations, including budgeting, forecasting, accounting, payroll oversight, investments, banking, financial controls, and reporting.
- Ensuring compliance with applicable accounting standards, regulatory requirements, and public-sector accountability frameworks.
- Providing strategic financial analysis and recommendations to support decision-making.
- Overseeing annual budget development and long-term financial planning.
- Coordinating external audits and ensuring implementation of audit recommendations.

Corporate Services & Operational Excellence

- Developing and maintaining policies, procedures, and internal controls that support organizational effectiveness.
- Monitoring organizational performance through meaningful metrics and reporting frameworks.
- Identifying opportunities to improve efficiency, reduce risk, and strengthen service delivery.
- Supporting funding applications, grant initiatives, and alternative revenue opportunities.

Risk Management & Compliance

- Leading the organization's enterprise risk management strategy.
- Monitoring financial, operational, technological, legal, privacy, and organizational risks.
- Ensuring compliance with applicable legislation, ministry directives, board policies, and funding requirements.
- Overseeing business continuity planning, emergency preparedness, and insurance management.
- Supporting accreditation processes, audits, compliance reviews, and ministry inspections.

Technology & Infrastructure

- Providing oversight of information technology systems, cybersecurity initiatives, and digital transformation efforts.
- Developing long-term technology strategies and capital replacement plans.
- Ensuring technology solutions effectively support organizational performance and future growth.
- Maintaining oversight of information governance, records management, and data security practices.

Facilities & Asset Management

- Leading stewardship of CLSL's facilities, fleet, and organizational assets.
- Overseeing maintenance programs, capital planning, vendor relationships, and infrastructure investments.
- Ensuring compliance with safety, accessibility, building code, and regulatory requirements.
- Supporting safe, accessible, and efficient environments for employees and individuals receiving services.

The Ideal Candidate:

- Post-secondary education in Business Administration, Commerce, Finance, Accounting, Public Administration, or other related fields.
- CPA designation is strongly preferred.
- 7 – 10+ years of progressive leadership experience in finance, corporate services, business operations, or other related fields.
- Experience working within the broader public sector, healthcare, social services, or not-for-profit industries.
- Previous experience supporting Boards of Directors and Board Committees.
- Demonstrated success leading strategic planning, organizational change, operational improvement, and performance management initiatives.

Complimentary Experience:

- MBA or other relevant graduate-level education would be considered an asset.
- Previous experience in unionized workplace environments is considered an asset.

Logic Executive Search and Workplace Solutions is dedicated to supporting opportunities that reflect the diversity of the communities we serve. We value diverse perspectives and experiences, and encourage individuals from all backgrounds to apply, including those who may not meet every requirement listed.

If you are interested in applying for this position, please forward a copy of your resume to emily@logicexecutivesearch.com. We thank all those who apply for this role, however, only those selected for an interview will be contacted.

Logic Executive Search and Workplace Solutions is committed to providing accessible employment practices that follow the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Should you require accommodation during any phase of the recruitment process, please let our recruitment team know.

Our Commitment to a Human-Centered Hiring Process: We comply with Ontario employment and privacy laws while using technology responsibly, ensuring every resume is personally reviewed and all hiring decisions are guided by experienced HR professionals with a fair, transparent, and ethical approach.