



Providing critical funds
in medical crisis

Executive Director – Jennifer Ashleigh Children’s Charity

About Jennifer Ashleigh Children’s Charity

Since 1990, Jennifer Ashleigh Children’s Charity has provided timely financial support to families caring for a child in medical crisis. We are a mission-driven, impact-focused organization dedicated to easing the financial burden faced by families during extended hospital stays and intensive treatments. Our vision is to ensure that every child facing medical crisis receives the care they need and every qualifying family receives critical financial relief during some of their most challenging moments so they can focus on what matters most, their child.

Summary

Jennifer Ashleigh Children’s Charity is seeking a compassionate, strategic, and mission-driven Executive Director to lead the organization into its next chapter of impact and growth. The ideal candidate is an accomplished leader who excels at strengthening programs, driving fundraising success, elevating community presence, enhancing governance and operational excellence and building strong organizational capacity.

Key Areas of Focus:

Strategic Leadership & Organizational Advancement

- Execute multi-year strategic plans aligning mission, programs, and financial goals.
- Implement operational improvements increasing efficiency and service quality.
- Position the charity for sustainable long-term growth.

Financial Stewardship & Accountability

- Deliver strong financial performance through disciplined budgeting.
- Strengthen financial controls and ensure regulatory compliance.
- Manage annual audits with consistently positive results.

Fundraising Impact & Revenue Growth

- Increase annual revenue through diversified fundraising strategies.
- Secure significant grants through strong proposals and relationship development.
- Cultivate major donors, multi-year supporters, and legacy giving prospects.

Program Excellence & Mission Delivery

- Expand program reach based on stakeholder input and unmet needs.
- Implement evaluation tools to measure impact for families in crisis.
- Enhance program quality and service consistency.

Communications, Partnerships & Public Presence

- Strengthen community relationships and enhanced organizational visibility.
- Represent the charity at key events and public engagements.
- Lead brand and communications strategies to build recognition and donor confidence.

Board Collaboration & Governance Effectiveness

- Provide the Board with timely, accurate operational reporting.
- Introduce governance tools improving orientation and oversight.
- Foster trust, alignment, and accountability across the organization.

Talent Development & Organizational Culture

- Manage and continue to develop a high-performing team grounded in compassion and excellence.
- Strengthen a positive workplace culture aligned to mission and values.
- Improve HR systems for onboarding, evaluation, and compliance.

Qualifications

- Minimum 5 years' experience in people and program management, preferably in a senior leadership role within a non-profit organization or registered charity
- Minimum 5 years' progressive fundraising experience, including major gifts, corporate partnerships, and foundation giving (CFRE designation an asset)
- Demonstrated success in grant and proposal writing for government, foundation, and corporate funders
- Proven experience managing staff, volunteers, and cross-functional teams
- Proven experience developing and implementing strategic planning
- Experience overseeing marketing, communications, and public engagement strategies
- Strong financial literacy, including interpreting financial statements, developing budgets, and ensuring appropriate financial controls and accountability
- Experience planning and overseeing professional events, donor cultivation initiatives, and community engagement activities
- Proficiency with CRM databases (Donor Perfect an asset), Microsoft Office Suite, and digital communication tools; Canva experience preferred
- Excellent presentation, public speaking, and written communication skills

Leadership Attributes & Core Values:

- Authentic, enthusiastic, and persuasive presence with a passion for mission-driven work
- A collaborative, servant-leadership approach that supports staff, volunteers, and stakeholders
- Highly organized, adaptable, and professional, with the ability to navigate complexity and change
- Strong relationship-builder able to engage individuals, families, donors, partners, and diverse communities with sensitivity and respect
- Skilled in intercultural and intergenerational communication
- Strategic thinker with the ability to inspire confidence, mobilize support, and drive measurable impact
- Emotionally intelligent leader who fosters trust, accountability, and a positive organizational culture
- Deep commitment to compassion, integrity, and service to families facing serious medical crises

Additional Information

Location: Uxbridge, Ontario (Hybrid)

Salary Range: \$85,000 – \$95,000

Ability to consistently commute to Rural Uxbridge office required.

How to Apply

Please submit your resume and cover letter to: office@jenash.org

Deadline: April 30th, 2026

Learn more at www.JenAsh.org.