



Pregnancy Care Centre Grande Prairie is Hiring!

Be a Part of a Dynamic and Growing Charitable Organization

We are a Christian, charitable organization established to provide compassionate, non-judgmental support and education to individuals and families impacted by unexpected pregnancy and its effects. Our commitment is to support the physical, emotional, and spiritual needs of the woman, children, and families we serve, and to respect and value their inherent dignity and worth.

The Company: The Pregnancy Care Centre Grande Prairie (PCCGP) is a not-for-profit agency offering assistance to anyone impacted by unexpected or challenging pregnancy or experiencing post-abortion stress. We endeavor to build a strong, dynamic team willing to serve its community in an empathetic and non-judgmental way.

- **We offer employer paid comprehensive benefits!**
- **We offer a great work environment and a small collegial team atmosphere!**

The Position:

We are recruiting an **Executive Director**. This is a senior leadership position in the organization. If this opportunity excites you, we want to hear from you!

Executive Director (ED) This role is currently encumbered and will offer mentorship and a transition period. Salary is commensurate with education and experience. This is a full-time position of 30-40 hours per week.

The ED has full responsibility for the overall day-to-day operations of the Centre, which includes the implementation of policy and procedure. The primary areas of responsibility are spiritual leadership, administration, fund development, coordination of staff, community and public relations, and financial management. This position reports to the Board of Directors.

Requirements:

- A committed Christian who demonstrates a vital and growing walk with Jesus Christ
- Demonstrated commitment to agree with and uphold the PCCGP's Core Documents, Policies, and Procedures (available upon request)
- A desire to communicate the work of the PCCGP boldly and effectively
- A degree or diploma in Social Work, Social Service Worker, Theology, nursing, counseling or related field, or equivalent experience required



- Excellent emotional intelligence, interpersonal and resilience skills
- Strong leadership, administrative and public speaking background
- Three to five years' experience in a helping profession (preferably in managerial roles) such as counseling, nursing or social work is preferred
- Demonstrable ability to lead, motivate and collaborate
- Experience as a staff or volunteer for a Christian ministry or non-profit
- Valid driver's license

Please see the full role description at <https://pccgp.ca/participate> for more information.

The Location: This position is based in Grande Prairie, Alberta.

Why Should You Apply?

- Opportunity to serve Christ and the community
- Dynamic and growing young Centre
- Collegial, team-oriented colleagues

If this opportunity excites you and you believe you would be a good fit, you are invited to submit a resume and cover letter to the attention of:

Stephanie Bugbee, HR Consultant at applications@pccgp.ca.

Please note: We thank all applicants for their interest; however, only those selected for an interview will be contacted.

APPLICATION REMAINS OPEN UNTIL FILLED

PCCGP is committed to the protection of children. All offers of employment will be conditional upon the successful completion of reference checks and a Police background check, including Vulnerable Sector.