

GNPLC Executive Director

Full time, Permanent

Schedule: Monday to Friday, days, occasional evenings

Start date: June 2026

The Board of the Glengarry Nurse Practitioner-Led Clinic (GNPLC) is hiring a full time Executive Director (ED). Reporting directly to the Board of Directors, the ED is responsible for leading the overall strategic direction of the GNPLC and overseeing management of all aspects of operations and services, inclusive of quality improvement, human resources, reporting to funders, program and partnership development, and leading the interdisciplinary primary care team.

The GNPLC is a dynamic community-based multi-disciplinary primary care clinic providing comprehensive team-based health services to residents of SDG with particular expertise in providing care and access to people in the communities focusing on high quality care and social determinants of health.

The Glengarry Nurse Practitioner-Led Clinic (GNPLC) is dedicated to providing accessible, person-centered, and comprehensive medical care. Their mission is to offer high-quality, client-centered health services using a team-based approach, ensuring that clients receive the highest standard of care. The vision of the GNPLC is to respond with empathy and understanding to meet each person's needs across their lifespan, continually seeking new solutions and creative methods to enhance care and services. They commit to building a strong partnership with clients, families, and community partners to provide comprehensive individualized care.

Qualifications

- Seven (7) or more years in a leadership, management position in health or non-profit administration and or Five (5) or more years as a Nurse Practitioner, with 3+ years of primary care experience.
- Advanced learning and education at the baccalaureate or master's prepared level in business administration, leadership and or Nursing.
- Registration as a Registered Nurse in good standing with the College of Nurses of Ontario for nursing applicant.
- Registered Nurse in the Extended Class in good standing with the College of Nurses of Ontario for nurse practitioner applicant.
- Experience working with a Board of Directors is an asset
- Exceptional interpersonal, liaison and communication skills
- Abilities in policy and program development delivery; strategic planning; evaluation; quality improvement; change management; finance and human resources management.
- Experience in conflict resolution and crisis intervention
- Aptitude to lead, encourage and motivate staff and manage an interdisciplinary team
- Experience working with vulnerable populations is an asset
- Demonstrated understanding of, and ability to, navigate the health care system on behalf of clients and advocate to ensure health care system responsiveness

Roles and Responsibilities

- Represents the mission, values, and philosophy of the GNPLC in the community, including networks, meetings, or presentations

- Represents the GNPLC in its relationships with funders, customers, and vendors
- Supports the Board of Directors in fulfilling its governance role
- Strategic Planning and implementation
- Provides support to the clinical leadership and assists with mentorship to the interdisciplinary team according to the GNPLC model of care and from an anti-oppressive and cultural humility perspective
- Oversees the day-to-day GNPLC operations and functioning of the interdisciplinary team
- Builds collaborative working relationships with stakeholders, including academic and community partnerships
- Develops in collaboration with the GNPLC team plans to continuously improve programs and delivery at the GNPLC clinics (Lancaster and Alexandria)
- Collaborates with the NP Clinical Lead, Office Administrators [such as administrative assistants, office or clinic manager] to oversee the development, maintenance, and implementation of effective human resources policies and procedures
- Oversight of, and accountability for, organization's finances. Collaborates with the NP Clinical Lead and Office Administrators to ensure the development and implementation of a sound financial management plan that balances service delivery and funding requirements
- Identifies and evaluates the risks to the GNPLC's clients, Board of Directors, employees, property, finances, goodwill, and image, and implement measures to mitigate risks
- Demonstrates honesty, integrity, accountability, and appropriate transparency in all situations
- Added responsibilities may be required based on organizational need.

If you are interested in this opportunity, please apply with a cover letter addressed to Leslie Marvell, Board Chair and send it via email to anixon@glengarryclinic.ca

The GNPLC is committed to equity in employment practices. Applications are encouraged from qualified individuals who are Indigenous people, members of racialized communities, individuals of diverse sexual orientation and gender identification, persons with disabilities and others protected under the Human Rights Code.

We thank all applicants for their interest in this position. Only those selected for an interview will be contacted. The GNPLC is committed to developing an inclusive selection process and work environment. If contacted, please advise us if you require any accommodation during the interview process.

Job Types: Full-time, Permanent

Pay: \$96,387- \$127,940 per year

Benefits:

- Business Casual dress
- HOOPP Pension
- Health care benefits
- On-site parking
- Health and Wellness program

Schedule:

- Monday to Friday

Ability to commute:

- To both clinic sites in Lancaster/Alexandria, ON: reliable commute required

Education: Advanced learning and education at the baccalaureate, master's prepared level or equivalent

Work Location: In person