



Chief Executive Officer

Affiliation of Multicultural Societies and Service Agencies of British Columbia (AMSSA)

The Opportunity

AMSSA is seeking a dynamic, strategic, and community-minded Chief Executive Officer (CEO) to lead the organization into its next chapter. The CEO will serve as the primary leader and advocate for immigrant and newcomer settlement, and inclusion across British Columbia. The new CEO will continue the work of promoting the understanding of the Indigenous worldview and integration of Truth and decolonization learning across the sector and in the agency's work. This is a unique opportunity to work at the intersection of community service, policy advocacy, and sector development.

This position is based in Burnaby, BC. Some regional and national travel is required.

About The Organization

The Affiliation of Multicultural Societies and Service Agencies of BC (AMSSA) is the provincial umbrella association for immigrant and newcomer serving agencies in BC. Its mission is to facilitate collaborative leadership, knowledge exchange and stakeholder engagement to support agencies that serve immigrants and build culturally inclusive communities. AMSSA supports a vibrant network of more than 90 member agencies and hundreds of community stakeholder agencies who serve immigrants and newcomers, by focusing on capacity building for the sector; facilitating the knowledge sharing, resources and support they need to fulfill their mandates.

Through advocacy, research, training, and coordination, AMSSA enhances the effectiveness and impact of the sector. The mandate of the agency is facilitated through a staff of about 30.

The Ideal Candidate

This is an exciting opportunity for an executive in the non-profit sector. The successful candidate will hold a post-secondary degree in business administration or a relevant degree and has experience in non-profit management; with 5-8 years of experience at a senior management level.

You are a visionary and inclusive leader with a deep understanding of the immigrant settlement and multicultural service sector. You bring excellent relationship-building skills, and a strong commitment to justice, equity, diversity, inclusion including Indigenous truth and decolonization.

You have experience serving as an organization's primary representative, and can drive collaboration with member agencies, associations in other provinces and other local and national

stakeholders, building strategic partnerships for growth. You thrive in a dynamic environment and are energized by meaningful stakeholder engagement, policy analysis and advocacy.

You have experience supporting a diverse board. As a trusted and proactive partner, you lead toward the future, will ensure the strategic plan and its goals guide the agency's operational plans and are monitored and effectively managed.

Key Responsibilities

This role oversees all AMSSA staff to fulfill the goals and priorities of the organization under the guidance of the Board.

Strategic Leadership:

- Leads the development, implementation, monitoring and reporting for AMSSA's multi-year strategic plan in collaboration with the Board and senior leadership team.
- Translates organizational vision into actionable goals, ensuring alignment across programs, operations, and partnerships.
- Champions the learning journey towards understanding the principles of Truth and decolonization, the Indigenous worldview, and the integration of this learning in the work of the agency and its members.
- Fosters innovation and continuous improvement to maintain AMSSA's position as a sector leader and advocate for equitable and inclusive communities and settlement services.

Managing Member Services and Support

- Builds and maintains strong relationships with immigrant and newcomer-serving organizations to identify needs, share emerging trends, and promote best practices.
- Supports capacity building and the sustainable development of AMSSA members across various regions and organizational sizes.
- Fosters a culture of sector-wide learning, adaptability, and commitment to JEDI principles among members and stakeholders.

Stakeholder Relations:

- Serves as AMSSA's primary representative and a key external spokesperson with members, partners, funders, media, and government officials at all levels.
- Builds and sustains strategic partnerships, alliances and networks, including those outside the sector, that enhance AMSSA's visibility, influence, and impact and advance the interests of its members.
- Advocates for policies and funding that support equitable service delivery, anti-racism, and newcomer integration.

Oversight of Delivery of Services:

- Oversees the development, implementation, and measurement of programs and services to ensure high-quality, evidence-informed outcomes.
- Ensures compliance with contractual obligations, regulatory requirements, and organizational policies.

- Coordinates with staff, member agencies, and funders to align service delivery with sector needs and strategic priorities.
- Ensures the centering and integration of an Indigenous worldview as the keepers of the lands, including ways of being and culture, into programs and services for newcomers.

People and Culture Leadership:

- Cultivates a positive, inclusive, and high-performance workplace culture guided by equity and mutual respect.
- Supervises and supports senior staff through effective coaching, accountability structures, and clear communication.
- Ensures fair, equitable and transparent human resources practices in recruitment, retention, performance management, and staff development.

Financial Management:

- Leads the annual budgeting process and oversees financial operations in alignment with strategic priorities and funder requirements.
- Ensures financial accountability through effective policies, regular monitoring, and accurate reporting to the Board and stakeholders.
- Proactively pursues diversified funding, revenue generation and fundraising opportunities; leads funding proposals and develops strong relationships with funders and donors.

Governance Support:

- Provides timely, strategic advice and monthly reporting to the Board of Directors supporting informed decision-making.
- Maintains effective communication channels between the Board, staff, and stakeholders on key organizational developments.
- Ensures compliance with legal, regulatory, and ethical standards in all aspects of organizational governance and operations.

Qualifications and Experience

- 5-8 years of senior leadership experience in the non-profit or public sector, preferably in immigrant settlement or a related field.
- Post-secondary education in a relevant field (e.g., Business, Social Sciences, Community Services).
- French fluency is an asset.
- Knowledge of legislation, official bodies and infrastructure specific to the settlement and immigration sector, employment, social service health and public service systems in BC and Canada.
- Knowledge of BC and Canadian settlement service delivery models, service policies, service protocols and best practices; and of the structure, role, mandate and capacities of settlement services in BC are an asset.
- Knowledge of Canada's immigration and migration policies, statistics and research is an asset.

- Experience building relationships with the keepers of the land; leading strategy in an Indigenous focused way and centering Indigenous worldview in an organization's work.
- Experience leading large funding renewal proposal processes.
- Knowledge of sectoral support practices including front line settlement supports, language services, and Local Immigration Partnership frameworks is an asset.
- Demonstrated commitment to and experience with Justice, Equity, Diversity, and Inclusion (JEDI) principles, practices, policies, processes and accountability mechanisms and non-discrimination legislation.
- Exceptional communication, critical thinking, policy analysis, and problem-solving skills.

Compensation

A competitive compensation package will be provided including a base salary likely within the range of \$135,000 to \$150,000, plus benefits. Further details will be discussed in a personal interview.

How to Apply

Please send your current resume and a well-crafted cover letter explaining why you are a great fit for this unique leadership opportunity to: opportunities@kmclaughlin.com

AMSSA and McLaughlin & Associates are committed to diversity, equity and inclusion in all of our recruitment and hiring practices, and to partnering to create equal and inclusive working environments for people of all backgrounds.

We truly appreciate all applicants. We will be in contact with only those selected for an interview.

For more information please contact:

Tracy Josling, Senior Associate

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Kathy McLaughlin, Managing Partner

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About McLaughlin & Associates

Founded in 2007 on the traditional, ancestral and unceded territory of the Coast Salish peoples—Skwxwú7mesh (Squamish), Stó:lō and Səlílwətaʔ/Selilwitulh (Tsleil-Waututh) and xʷməθkʷəy̓əm (Musqueam) Nations, McLaughlin & Associates works at the intersection of strategy and governance to help boards and leadership teams align towards desired goals and outcomes. Our commitments to Environmental, Social and Governance (ESG) factors, to Truth and Reconciliation, and to health and wellbeing, inform our work and govern our lives.

We work for a wide variety of public sector, private sector and not for profit organizations, with deep expertise in charities, professional associations, member-based societies, regulatory bodies, co-operatives, NGOs, crown agencies, private and family enterprise.

The McLaughlin team of Senior Associates each bring complementary skills to our work in executive recruitment, strategic planning, governance consulting, executive coaching, performance development and leadership assessment.

For more information, please visit our [website](#).