



Job Advertisement

Executive Director – Malvern Family Resource Centre

Join this dynamic organization at an exciting time of stewarding recent growth in fundraising, programs and services, and community advocacy.

Malvern Family Resource Centre (MFRC) is an essential and trusted Community Hub that connects, engages, and takes collaborative action in supporting Malvern communities to thrive. MFRC uses public spaces and deep and authentic connections to bring people together with a focus on those that need the organization the most.

MFRC supports community members across all stages of life with practical, high-quality programs designed to meet real needs. This includes children's programs, which support young and school-aged children to get a great start; Malvern Urban Farm, which drives fresh food access; and Youth Hubs, which provide a safe and welcoming space for young people to connect. MFRC also offers counseling and resources for survivors of gender-based violence, and space for older adult members to engage in social, educational, physical and mental wellness programs. Its newcomer programs engage and support new community members through language classes, cultural orientation workshops, employment assistance and community engagement activities.

In 2025 alone, over 21,000 children, youth, families, women, newcomers, and seniors accessed MFRC's programs and services, each shaped with purpose, equity, and heart. MFRC practices a daily commitment to strengthen inclusion, diversity, equity and accessibility, including safer spaces for 2SLGBTQIA+ youth and a youth advocacy and action program to explore policy, challenge inequitable systems and lead conversations on housing, education and food insecurity.

It is within this context that MFRC welcomes applications and nominations for the appointment of its next **Executive Director**, who will assume the role in Spring 2026 or soon after.

Reporting to the Board of Directors, the Executive Director (ED) provides leadership to enable MFRC to successfully implement and achieve its vision and mission. The Executive Director is responsible for managing MFRC's operations including the accountability for financial activities, programs and services, Board governance, relationships with funders, advocacy, and community and government relations. Working with a dedicated senior leadership team, the ED is also responsible for developing internal processes and structures which create and support a culture of innovation and learning across the organization and foster a philosophy of success through teamwork. As MFRC's 2023-2026 strategic plan ends, the ED, working in support and collaboration with the Board, will lead the organization through the creation and implementation of its next strategic plan, ensuring MFRC's short- and long-term viability.

As the ideal candidate, you bring a successful track record in senior nonprofit leadership roles and with designing and leading programs that provide solutions to service gaps in the community. As a seasoned leader, you are knowledgeable of governance best practices and have experience reporting to, working with, or being a member of a voluntary board of a charitable organization. You have excellent communications skills and are comfortable acting as a spokesperson and with donor and community engagement and stewardship. You bring experience leading a team and enjoy motivating, recruiting, developing, and retaining highly engaged, passionate and mission-driven teams that are multigenerational and diverse. Candidates must be dedicated to MFRC's vision and values and demonstrate a commitment to promoting social inclusion, diversity, and social justice, and working with marginalized groups and vulnerable populations.

To learn more about this impactful leadership opportunity with MFRC, please submit a comprehensive resume along with a cover letter in confidence to Jane Griffith (jane@griffithgroup.ca) and/or Caroline McLean (caroline@griffithgroup.ca), or via: <https://griffithgroup.ca/mfrc-ed/>.

Salary Range and Compensation Package: \$125,000- \$165,000, commensurate with experience. The total compensation package includes an employer-paid benefits package, group retirement savings plan with matching contribution, professional development funds, paid vacation, and sick/personal days.

Location/WFH: MFRC is located in Scarborough, Ontario and offers a hybrid work

environment of a maximum of 1 day a week from home.

Use of AI: As part of our recruitment practices, Artificial Intelligence (AI) will not be used in the screening, assessment, or selection process for this job posting.

All qualified candidates are welcome to apply; however, priority will be given to those legally eligible to work in Canada.

MFRC welcomes and encourages applications from all qualified individuals, including, but not limited to women, Indigenous persons, racialized persons, persons with disabilities, and persons of all sexual orientations and/or gender identities.

MFRC and Griffith Group are committed to an inclusive, accessible and welcoming hiring process that provides reasonable accommodation to all applicants. Please advise Jane Griffith (jane@griffithgroup.ca) should you require any accommodation to participate in the recruitment and/or assessment processes.