



Who we are:

Coverdale Courtwork Society is a non-profit, community based organization providing support and services to women and girls experiencing the justice system.

What we do:

Coverdale provides vital programming and support services, offering opportunities that promote healing and positive change. Coverdale does this through court support in both the Halifax and Dartmouth courthouses, visits to both the provincial Central Nova Scotia Correctional Facility (CNSCF) and the federal Nova Institution for Women in Truro, individual support for women, and workshops.

Coverdale also co-facilitates the *Voices* program in both Elementary and Junior High Schools within HRM. The *Voices* program encourages young girls to find their voice, and is a vital and respected educational and preventative piece for “at risk” girls.

Who we want:

The Board of Coverdale Courtwork society is currently seeking a dynamic individual to oversee the operation of this small but long-standing non-profit agency.

We are seeking a progressive self starter to be the face of Coverdale Courtwork Society.

It is time to re-envision what our support will look like in the future and provide a platform that promotes best practices, develops and supports our clientele, and strives to make societies like ours redundant in the future.

What we can we offer:

A competitive salary with health and dental benefits. A stable 9:00am – 4:30pm weekday schedule, with evenings and weekends being the rare exception. Flexibility is offered for those who have a passion for their work but also strive for a healthy work life balance. Autonomy to develop the program(s) to best serve our clientele. Best yet, ample parking.

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**Coverdale Courtwork Society**

6169 Quinpool Rd, Suite 203, Halifax, NS

**Tel:** 422-6417 **Fax:** 425-3160 **Email:** [coverdale@eastlink.ca](mailto:coverdale@eastlink.ca) **Website:** [www.coverdale.ca](http://www.coverdale.ca)

**Twitter:** @CoverdaleHFX **Facebook.com:** CoverdaleCourtwork

## Executive Director

### Qualifications

- Bachelor's Degree in a relevant discipline or the equivalent combination of education and experience
- 3 to 5 years' direct program delivery experience in a not for profit, community or non-governmental agency
- Experience constructing, developing, and facilitating curriculum and workshops
- Ability to provide prudent financial oversight (with the assistance of a bookkeeper)
- Able to speak publically with integrity and grace as the face of Coverdale Courtwork Society

### Knowledge and Abilities

- Knowledge of the systematic and social barriers facing women and girls who find themselves in conflict with the law
- Recognition of the intersectional barriers that impact these women and girls
- Vast knowledge of relevant community services and supports, particularly low cost and accessible within the Halifax Regional Municipality
- Ability to liaise with government stakeholders, negotiating project and funding streams
- Ability to network with partnering agencies and build relationships with clientele
- Proven track record writing proposals and grants for additional funding, as well as planning and organizing events

*In an effort to make our organization reflective of the individuals we serve, we encourage individuals to self identify if you are a visible minority, have aboriginal ancestry, are a representative of the LGBTQ community, or have lived experience in the criminal justice system.*

*Interested applicants may send their resume and cover letter to [hrcoverdale@eastlink.ca](mailto:hrcoverdale@eastlink.ca).  
Deadlines for applications is January 17.*

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