



ROI is Hiring!

The **Rural Ontario Institute (ROI)** is seeking a visionary and strategic **Executive Director (ED)** to lead the organization's operations, fundraising, and growth.

Job title: Executive Director

Position Status: Full-time

Location: Hybrid. ROI offices are at 7382 Wellington Rd 30 in Guelph/Eramosa Township north of Guelph. There is flexibility in terms of work location, and a regular schedule of in-office time is required.

ABOUT ROI

Our Vision

Thriving, Vibrant Communities

Our Mission

Building Vision, Voice and Leadership

Our Values

- Diverse perspectives and collaboration
- Respectful, open and honest communication
- Innovation and entrepreneurship
- Economic, social and environmental sustainability in rural and northern Ontario
- Continuous Improvement and excellence

POSITION SUMMARY

The **Executive Director** is the senior staff member reporting to a **Board of Directors**, working closely with staff, volunteers, public and private sector organizations to:

- Drive the implementation of our strategic plan
- Grow and strengthen the organizations fundraising capacity
- Lead a high-performing and inclusive team culture
- Steward the organization's finances with transparency and integrity
- Oversee day-to-day operations, compliance, and technology
- Foster deep engagement with our members, supporters and the public

QUALIFICATIONS AND EXPERIENCE

The successful candidate will have qualifications, knowledge, skills and abilities matching the following:

- Post-secondary education, ideally in rural planning, community development, organization capacity building, resilience, health & wellbeing, policy analysis and/or community economic development



- Superlative verbal and written communication skills including public speaking and advocacy skills and experience
- Financial planning and administrative management knowledge and experience
- Preference will be given to candidates with demonstrated knowledge in the following areas.
 - grants and grant writing requirements
 - project management and program evaluation
 - marketing, communications and contact management
 - leadership development including youth engagement, adult education and online learning
 - non-profit management and governance
 - social innovation
 - policy analysis
 - rural and agribusiness issues and innovations
 - socio-economic research
- Analytical ability to enable responsiveness to appropriate opportunities while passing on those that may divert from strategic direction
- Strategic and adaptive organizational leadership experience
- Demonstrated government and media relations experience with an emphasis on municipal government and intergovernmental relations
- Flexibility and humility to perform any task that may be required within a small and collaborative team
- Able to work some evenings and weekends as required for job responsibilities
- Current passport, valid Ontario driver's license and insured vehicle

ADDITIONAL INFORMATION

Currently the ROI offices are at 7382 Wellington Rd 30 in Guelph/Eramosa Township north of Guelph. There is flexibility in terms of work location, and a regular schedule of in-office time is required. Questions about this posting may be directed to: Dan Borowec, ROI Chair at borowecinc@gmail.com.

Interested candidates may submit a cover letter and resume/CV in confidence to Ellen Sinclair at esinclair@ruralontarioinstitute.ca. No later than 5:00 pm on Monday, October 27th, 2025.