



— January 6, 2025 —

Job Opportunity: Executive Director

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The Atlantic Canada Fish Farmers Association is currently seeking passionate and strategic candidates for the position of Executive Director. Our office is in Letang, New Brunswick.

WHO WE ARE:

The Atlantic Canada Fish Farmers Association is the only finfish focused and industry funded association in Atlantic Canada. Its diverse membership includes farmers, feed producers, suppliers and service support organizations which represent an industry that provides significant employment and GDP contribution to the Atlantic Canadian economy through environmentally and commercially responsible aquaculture activities. ACFFA's strong regional voice on behalf of the sector is recognized at all levels of government and in community engagement.

THE ROLE:

Reporting to the Board of Directors, the **Executive Director** will represent the finfish aquaculture industry and guide the strategic development and promotion of finfish aquaculture throughout Atlantic Canada. The Executive Director is a passionate and strategic leader who is responsible for the overall strategic direction, board governance, financial and HR management, operations and project management, membership engagement, public relations, partnership development, risk management, growth and sustainability of ACFFA. Key responsibilities include:

- **Strategic Leadership:** Collaborates with the Board of Directors to develop a vision and strategic plan to guide ACFFA in the development and execution of long-term and short-term goals and objectives for growth and sustainability.
- **Membership Engagement:** Work to grow and retain members who have an interest in the finfish industry in Atlantic Canada including advocating at all levels of government on issues of industry importance.
- **Partnership Development:** Develop and maintain strong collaborative relations with key stakeholders including funders, government, agencies, industry, etc. Special emphasis will be put on collaboration needed with other industry organizations such as the Canadian Aquaculture Industry Alliance and others.
- **Operations and Project Management:** Lead and direct operational plans, services, project budgets including the analysis and evaluation of projects and services that promote and develop opportunities for finfish farming in Atlantic Canada.
- **Public Relations and Advocacy:** Serve as the primary spokesperson for ACFFA, representing and advocating the views and interests of the finfish aquaculture industry to appropriate government and non-government organizations in local, national, and international settings.
- **Board Governance:** Work collaboratively with ACFFA's Board of Directors, providing regular and ongoing communication, providing all information necessary for Board members to make informed decisions. Proactively draft policies for Board approval and as well as reviewing existing policies and procedures for continuous improvement.
- **Financial Management and Fund Diversification:** Oversee the sound financial management of the organization to ensure its long-term sustainability. Maintain and develop varied funding opportunities across sectors and projects to ensure a diverse and strong financial foundation for the organization.
- **Team Leadership:** Build, lead, and coach a high-performing team, fostering a positive, engaged, collaborative, and open communication work culture. Develop and implement all related HR management policies, procedures, and processes.
- **Risk Management:** Identify, assess, monitor, and limit risk exposure associated with financial, operational, cybersecurity, and reputational challenges through implementation of strategies to minimize or mitigate their impact on the organization.

OUR IDEAL CANDIDATE:

- Will have a minimum of 10 years experience in the seafood or related sectors.
- Demonstrated leadership experience in member relations, public advocacy, networking, collaborative government (provincial and federal) relations, including acquisition of funding.
- Knowledge of the seafood industry, including familiarity with the provincial and federal regulatory regimes, and the business environment for the seafood industry locally, nationally, and internationally would be considered an asset.
- Well developed communication, media relations, public speaking, presentations, and facilitation skills.
- Substantial experience in strategic planning, leading people, financial operations, and project execution.
- Strong decision-making capabilities, excellent analytical and problem-solving skills.
- Self-starter who demonstrates passion for the work, takes initiative with the ability to multitask, prioritize, and meet deadlines in a fast-paced environment.
- Demonstrated conflict management skills through conflict resolution, advisory services, including coaching, mediations, and alternate dispute resolution techniques.
- Familiarity with not-for-profit member-based organizations and/or association operations.

OUR WORK ENVIRONMENT:

- We offer an attractive total compensation package which includes a competitive salary, comprehensive benefit package, personal days off, and professional development and growth opportunities.
- Travel throughout Atlantic Canada will be required; and occasionally national/international travel.

HOW TO APPLY:

Please email your cover letter and resume to: t.taylor@atlanticfishfarmers.com. We thank all applicants for their interest, however, only those candidates being considered for an interview will be contacted.