



Job Posting

At Tree Canada, the word "growth" is at the heart of what we do. We plant trees, nurture them, and monitor their growth so that they can become part of healthy rural and urban forests. We collaborate with academics and experts in the field to increase our knowledge and strengthen urban planting guidelines and practices. With the help of our partners and supporters, we have planted more than 84 million trees to improve lives and address climate change. Tree Canada is the only national non-profit organization dedicated to planting and nurturing trees in rural and urban environments, in every province across the country. We help to grow Canada's tree canopy through our programs, research, and engagement efforts and by offering grants to communities and schools.

We are looking for an exceptional leader to fill the exciting and impactful new role of:

Chief Administrative Officer

Reporting to the Chief Executive Officer, the Chief Administrative Officer (CAO) will be responsible for the overall management, direction and leadership on all aspects related to Financial Services, Human Resources, Information Technology and administrative functions within Tree Canada. As a member of the Senior Leadership Team, you will participate in strategic planning, provide change leadership and be responsible for the planning and execution of the approved operating budget and operational plan, consistent with Tree Canada's mission, vision and values.

You hold a professional accounting designation (CPA or equivalent) and/or a degree in business (or equivalent working experience), with a minimum of 10 years relevant senior management experience in finance, along with excellent competency in managing support services in an organization of Tree Canada's size and complexity. Demonstrated experience in leading change, people leadership, financial forecasting and modeling, and IT strategy and operations are definite assets. You are a strategic, values-based leader with superior interpersonal and communications skills, and are an adept problem solver who builds trust through your collaborative style. You have a track record of building new partnerships and leading teams toward ambitious goals. Competency in both English and French would be a definite asset.

Should you wish to learn more about this unique and impactful leadership opportunity, please call (in strictest confidence) Mike Lupiano at 613-862-2999, Nicole Poirier at 613-915-5030, or email your CV and a thoughtful letter of introduction to:

CAO.treecanada@lupianosearch.com

We thank all applicants for their interest, however only those under consideration for the role will be contacted.

Tree Canada is committed to being an equal opportunity employer and encourages applications from all qualified candidates. Please advise in advance if you require any accommodation during the application or selection process. We are committed to employment equity and encourage candidates to self-identify as visible minorities; people from culturally diverse backgrounds; people of all gender identities and sexual orientations; Indigenous Peoples; and persons with disabilities.