



The County of Carleton Law Association (CCLA) was formed in Ottawa in 1888 by a group of 60 lawyers and is now the second largest law association in Ontario. The CCLA was originally formed as a professional association to provide a law library to its members. Today, this not-for-profit association continues to provide valuable library and research services at the Gordon F. Henderson Library in the Ottawa Courthouse and has also grown to become a leading organization committed to offering its members advocacy, legal education, and guidance through the ongoing challenges facing the profession. Due to the planned retirement of its current executive leader, we are looking for the next exceptional individual to fill the role as

Executive Director

The Executive Director (ED) will report to a dedicated volunteer Board of Trustees consisting of legal professionals, including lawyers and paralegals from various practice areas and organizational/firm sizes, encompassing government, the in-house bar and legal organizations. The ED will be responsible for leading and managing the overall administration and operations of the CCLA in alignment with its [Strategic Plan](#), ensuring the organization's programs and services meet the unique needs of its members, the community, and key stakeholders.

As the ED, you will lead the CCLA's membership programs and services with a strong strategic orientation and a collaborative mindset. As a champion of the legal profession, the ED will continue the Association's commitment to strong advocacy while leading a high-performing team to meet the CCLA's goals. Actively engaging with local, provincial, and national associations to foster and strengthen these relationships, the ED's leadership will be vital in driving change and fostering innovation to deliver value-added services to our members. The ED will also respect the profession's cultural nuances and keep abreast of market trends and professional issues.

The ideal candidate will be an engaging and strategic leader with exceptional consultative and communications skills, a proven track record of success, and leadership experience in developing and executing organizational strategies. The ED must work well within a multi-disciplinary team environment, effectively engage the energy and commitment of others, build high morale and group commitment to goals and objectives, and ensure staff demonstrate accountability in their areas of responsibility. A background in professional services, and/or member-based enterprises is highly desirable, particularly within an association or not-for-profit setting. A post-secondary education is an asset, especially when combined with demonstrated experience in managing and leading teams. The successful candidate must also demonstrate a high degree of humility, empathy and emotional intelligence in executing their mandate, and should promote inclusivity, social accountability, innovation, respect, and collegiality.

This position is highly relationship-driven, in which the ED models the professionalism to inspire excellence in others. Your ability to communicate in both official languages would be an asset. Candidates must reside within commuting distance of the Ottawa courthouse, as this is not a remote position.

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 letter of introduction to: executive.ccla@lupianosearch.com ideally no later than November 29, 2024.

County of Carleton Law Association proudly recognizes and welcomes the diversity of our community and strives to be inclusive for all. Diversity includes, but is not limited to age, gender, ethnicity, physical and mental disabilities, sexual orientation, race, nationality, lifestyle, religion, and education. We thank all applicants for their interest - however, only those under consideration for the role will be contacted. Accommodation will be made available throughout the hiring process - kindly make any needs requiring accommodation under the Human Rights Code known in advance