



CALL FOR APPLICATIONS: INTERIM EXECUTIVE DIRECTOR

Date Posted: June 9, 2025

Application Deadline: June 22, 2025

Start Date: ASAP

Province: Nova Scotia

City: Halifax

Term: Immediately- March 31, 2026

SUMMARY

Reporting to the Board of Directors, the Interim Executive Director oversees the organization according to the strategic direction set by the Board of Directors. They are an ambassador of the goals and vision of ANSJI, promoting the rights of African Nova Scotians as a distinct people and other people of African Ancestry. They lead a strong, capable staff to operationalize the strategic plan and maintain the organization's operations. The Interim Executive Director's leadership is rooted in critical race theory, intersectionality, and racial justice. The ideal candidate is passionate leader on issues related to racial justice and the fair and constitutional treatment of Black people, an experienced people manager and committed to maintaining a healthy work environment.

ANSJI recognizes that structural barriers shape experiences, qualifications, and a sense of capacity. We encourage people to apply even if you feel that the position may be a stretch. ANSJI is committed to supporting the Interim Executive Director through orientation, professional development opportunities, and on-going mentoring.

ORGANIZATION DESCRIPTION

ANSJI Mandate

To address issues of systemic racism in the justice system that negatively impact African Nova Scotians and Black People of African Descent while ensuring fair, legal and constitutional



treatment of all African Nova Scotians and Black People of African Descent community members.

ANSJI Vision

To create programs and services that adequately address institutional racism faced by African Nova Scotians and Black People of African Descent and their families when dealing with human rights complaints, the justice system, all forms of law enforcement and incarceration.

The ANSJI will be a place African Nova Scotians/ Black People of African Descent can turn to when seeking legal advice, guidance and advocacy that understands African Nova Scotians as a distinct people.

Government, non-governmental organizations, academic institutions, and community groups will look to the ANSJI as a leader in legal research, advocacy and education on justice issues affecting African Nova Scotian/ Black People of African Descent communities.

JOB DESCRIPTION:

JOB TITLE	Interim Executive Director
JOB SUMMARY	The Interim Executive Director of the ANSJI provides leadership and guidance for the entire office, overseeing the design, development and implementation of strategic planning for the organization while carrying out institutional mandates, programs and policies.
RESPONSIBILITIES & DUTIES	<ul style="list-style-type: none">● Oversee the recruitment and retention of ANSJI staff● Responsible for oversight of the day-to-day operations of the ANSJI● Advocate the ANSJI's position on policy and legislative issues with government officials, legal stakeholders, and community organizations● Prepare policy submissions, oral presentations, briefing notes and other materials for the ANSJI Board of Directors● Work with senior management team on ANSJI strategic, program and budgetary planning



	<ul style="list-style-type: none"> ● Promote a culture of teamwork and continuous improvement that values learning and a commitment to increasing access to justice and related services for African Nova Scotians ● Mentor staff using a supportive and collaborative workplace approach ● The Interim Executive Director will be the lead on Provincial and Federal and government relations ● Frequent travel is required ● Responsible for the sustainability of ANJI, ensuring on going funding for the organization.
QUALIFICATIONS & SKILLS	<ul style="list-style-type: none"> ● Demonstrated knowledge and understanding of African Nova Scotians as a distinct people and other people of African descent as well as social issues affecting the communities ● Post-secondary education in law, health or related field ● Knowledge of Critical race theory and how the Canadian justice system and the law operates in this system ● 5+ years in an organizational management role developing and implementing large scale projects ● Demonstrated experience leading and conducting policy analysis and commentary ● Strong communication, writing and media-relations skills ● Demonstrated success with funding proposals, grant writing and/or capital campaigns ● Expertise in implementing monitoring, evaluation and research practices at an organizational level ● Proven track record in government and African Nova Scotian community relations ● Highly developed oral and written communication skills, along with political acuity ● Excellent judgment, discretion and interpersonal skills



	<ul style="list-style-type: none">• Demonstrated experience managing budgets and overseeing finances for a not-for-profit organization or similarly related experience• Strong computer literacy, including familiarity with word processing and applications
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ADDITIONAL INFORMATION:

Reporting to: Board of Directors

Compensation: \$130,000-\$160,000

HOW TO APPLY:

Please email your resume and cover letter by midnight June 22, 2025 to:

Sarah Upshaw- Director of Operations

sarah.upshaw@ansji.ca