

Executive Director

Help preserve a community's heritage



The mission of the Aricville Heritage Trust (AHT) is to keep alive the memory and spirit of the community of Aricville through interpretation, education and dialogue. In order to fulfill this mission, the AHT plans to construct a replica of the Seaview United Baptist Church where Aricville once stood. The church, which was often described as “the beating heart of Aricville,” will serve as an exhibition and educational space until a larger interpretive centre can be built on the site to tell the story of the community of Aricville. Construction of the church museum is nearing completion.

The Aricville Heritage Trust is seeking an Executive Director on a three year term to provide the guidance needed to move its plans forward. As the Executive Director you will report to the Board of Directors and be responsible for the practical operation and administration of the activities of the Aricville Heritage Trust. This will include but is not limited to overseeing the day-to-day operations of the Aricville Church Museum, including coordinating the delivery of programming, managing financial and human resources, implementing marketing strategies, networking with other not-for-profit organizations and with the tourism industry and liaising with the community. You will also be responsible for assisting the board to move forward with plans for the construction of an interpretive centre during phase two of the project, including coordinating detailed planning, managing fundraising efforts, and implementing communications strategies.

This position will appeal to those who have held senior leadership roles in not-for-profit or community organizations. As the ideal candidate, you will:

- have a degree in business, communications, or a related field;
- be adept at building and managing relationships involving a variety of stakeholder groups;
- have experience overseeing the operation of a building or site;
- be knowledgeable about Aricville/African Canadian history or have experience working with African Canadian communities;
- have experience planning and managing budgets;
- have experience working effectively with a Board of Directors;
- have proven ability in developing and implementing multifaceted planning processes and marketing strategies;
- be a clear and dynamic communicator who is passionate about establishing the church museum and Interpretive Centre's presence in the community;
- have experience recruiting and leading staff and volunteers;
- have experience in or knowledge of the museum/heritage sector.

Experience and knowledge of fundraising will be considered an asset.

We are seeking an extraordinary individual who is committed to ensuring that the memory of Africville, and the lessons learned from its history, are passed on to current and future generations.

Salary Range: \$60,000 - \$70,000

Interested parties are asked to submit a copy of their resume and covering letter by November 15th to jobs.aht@bellaliant.com

The Africville Heritage Trust encourages applications from qualified persons of African descent. Applicants wishing to self-identify may do so in their cover letters.