

Friends of The
Ukrainian Village Society



Товариство Приятелів
Українського Села

EXECUTIVE DIRECTOR

FRIENDS OF THE UKRAINIAN VILLAGE SOCIETY

The Friends of the Ukrainian Village Society invites applications for the position of Executive Director for this non-profit organization. The Historical Village is located approximately twenty five miles east of Edmonton on the Yellowhead Trail (Hwy 16). The Village is an award winning open air museum showcasing Ukrainian settlement in East Central Alberta (1891 – 1930). The provincial government has moved historic buildings constructed by Ukrainian Pioneers onto the Village site where they are restored and furnished to a pre-1930 period, then staffed by costumed role-players who re-enact the cultural routines and historical activities associated with that household, institution or business.

The Board of Directors is looking for a dynamic visionary leader with excellent communication and computer skills. The successful candidate will have the ability to establish rapport readily with all segments of the Board, staff, volunteers, clients and sponsors. Having knowledge of Ukrainian Culture, writing and oral language skills are a definite asset. The candidate should have leadership experience and will have demonstrated a collaborative approach to decision making. The successful candidate will have an undergraduate degree and post graduate work or equivalent training and experience. This position will report to and work closely with the Board of Directors. A summary of the main position responsibilities are as follows:

1. Work closely with the provincial government and its staff.
2. Preserve the cultural and historic integrity of the site.
3. Develop creative revenue streams through projects, etc.
4. Help make the Village a destination for tourists from all cultures.
5. Plan, budget and manage financial and physical resources of the Society.
6. Develop ongoing training and reinforcement/evaluation procedures for staff.
7. Promote a positive environment for staff and clients.

Salary will be commensurate with training and experience.

For further information call Ken MacRae at (780) 6341167 or e-mail

KMMACRAE@aol.com.

The competition will remain open until a suitable candidate is found. Applications (Cover letter, resume, a recent evaluation and three references) e-mailed to Ken MacRae or mail to: Ken MacRae, 14515-66 Ave NW Edmonton, Alberta, T6H 1Y9.