Birch Housing
Bringing Integrity and Respect to Community Housing

Job Title: **Chief Strategy Officer**

Hours: 21 hours per week (flexible on days worked)

Location: Head Office, Toronto and works in a hybrid work environment

Start Date: As soon as possible.

Pay Rate: Minimum of $101,300 and upper range will be determined based on credentials and experience

Reports To: Board of Directors

About Birch Housing

Join a team of dedicated people committed to fostering social equity by providing affordable housing to those who need it and providing opportunity for all through housing because everyone deserves a safe and quality place to call home.

Birch Housing is one of the largest private non-profit community housing providers in Ontario. Formerly the Inter Faith Homes Group, we have a 45-year history of helping our tenants reach their full potential through housing.

We own and manage 512 units in townhouses and apartment buildings in four cities in Greater Toronto. Approximately 50% of our rental units are for people who qualify for a rent- geared-to-income subsidy. The other 50% are available for rent at the market rate. We are committed to creating great experiences for our tenants and making sure we meet their needs every day. We listen to them and work with our partners to create supportive communities for all who call Birch Housing their home.

For more information, visit: birchhousing.ca

About this Amazing Opportunity

This position is pivotal providing strategic advice to the Board and the Committees of the Board by supporting Birch Housing's high-priority initiatives including Board governance, compliance, and building relationships with Service Managers. They also play a critical role in assisting in the development of the strategic plan, identifying strategic partnerships and opportunities and implementation of the strategic plan.

Your Responsibilities

- Act as a professional advisor to the Board and Committees and prepare and review reports to ensure all corporate and legal requirements are met.
- Aid in the development of the strategic plan and its implementation.
- Lead and build strategic relationships with Service Managers across all areas, sharing key information about Birch Housing's strategic plan, needs and opportunities and defining opportunities to align our goals with funding partners.

- Ensure Board and Committee records, by-laws, operational and Board policies, insurance policies, essential contracts, Service Manager directions, etc. are available and up to date.
- Ensure the Corporation is meeting all legal and mandated requirements, including those that are the responsibility of the Property Manager.
- Monitor emerging legislative, regulatory, funding and sector developments and advise the Board of their potential implications for Birch Housing.
- Identify, evaluate and implement measures to control the organizational risk to include human capital (Board Members, tenants, employees), property, finances, goodwill, and reputation.
- Ensure that standard business processes and procedures are in place and followed.
- Lead in collaboration with the Controller the long-term financial strategy to support projects as they move out of current funding agreements, including negotiations with Service Managers and other funders.
- Identify and leverage potential partnerships with private, not-for-profit or public sector that align with Birch Housing's vision and negotiate those partnerships that have potential for mutual benefit.
- Research, identify, leverage and prepare funding and lending applications in collaboration with the Property Management Company.
- Participate in occasional engagement with tenants pertaining to critical issues.
- Ensure that Birch Housing operates with legality and conformity to established regulations.
- Other duties as assigned.

What you Bring to the Role

- Bachelor's degree in Public Policy or related field.
- Chartered Member of the Chartered Institute of Housing (or similar). Asset Management, Business Strategy, Property Management, and Human Resources training are assets.
- Minimum eight (8) years of previous experience in a leadership role and equivalent experience in the public sector, specifically in housing.
- Exceptional communications and relationship-building skills, with both internal and external partners.
- Ability to influence effectively.
- Strong partnership and collaboration skills.
- Strong financial acumen and strong compliance and regulatory knowledge is an asset.
- Extensive experience developing strategy, plans, and enhancing processes.
- Knowledge of Residential Tenancies Act, Landlord and Tenant Board, Human Rights legislation, and Housing Services Act.
- Extensive experience developing strategy, plans, and enhancing processes.
- Superior organizational skills with outstanding ability to attend to details and meet tight deadlines.
- Advanced MS Office Suite and knowledge of NewViews.
- Ability to travel within the GTA.

Applying to the Role

In order to be considered, please email your resume and cover letter to birchhousing@enlivenhr.ca

All applications must include the following information in the subject line: Birch Housing – Chief Strategy Officer

Application Deadline is Wednesday, November 18, 2026.

We thank all applicants for their interest in the role, however, only those selected for an interview will be contacted. If contacted for an interview, please inform us if you require accommodation.

In the spirit of the Human Rights Code, we ask that resumes do not include personal data including, but not limited to age, health, marital and family status.

As an employer committed to the principles of employment equity, we encourage applications from all persons including Black, Indigenous and people of colour, persons with disabilities, and persons of all sexual orientations and gender identities. We are committed to providing an inclusive and barrier free experience to applicants with accessibility needs in accordance with the Ontario Human Rights Code (2015) and the Accessibility for Ontarians with Disabilities Act (AODA).

For candidates with disabilities requiring an accommodation, you may contact birchhousing@enlivenhr.ca