



## **Bellwoods Centres for Community Living Inc. Director, Housing & Facilities**

*Bellwoods Centres for Community Living Inc. acknowledges the land and expresses gratitude to the First Nations that have lived, for time immemorial, on the particular land we are gathered on. In doing so, we express our respect, a small antidote for the many disrespectful actions, both large and small, of our colonial past as well as many current inequities.*

Established in 1957, [Bellwoods Centres for Community Living Inc.](#) (Bellwoods) is a charitable, not-for-profit organization providing community-based support services for people with physical disabilities to help them remain living independently in the community. Its personal support workers and Independent Living (IL) facilitators provide services to people 16 years of age or older. Services are provided to clients who reside at one of the organization's many housing sites or through Attendant Outreach (AO) Services provided in the community to support persons with physical disabilities in their own homes, at school, or at their place of employment. Bellwoods also offers a short-term transition program – Reintegration Care Unit – that helps individuals reintegrate back into the community following an illness or debilitating injury.

It is within this context that Bellwoods invites nominations and applications for the inaugural role of **Director, Housing & Facilities**. Reporting to the Chief Operating Officer, the Director will provide senior leadership across a multifaceted portfolio encompassing facilities management, building operations, capital planning and asset stewardship, alongside housing operations and tenant relations.

A significant focus of the mandate will be the safety, performance, and long-term sustainability of Bellwoods' physical infrastructure. The Director will oversee facilities operations, building systems, preventative maintenance, lifecycle planning, regulatory compliance and infrastructure risk across multiple sites. They will also lead multi-year capital planning and budgeting, establish priorities for major investments, and oversee capital projects with consideration for operational needs, organizational resources, and tenant impact.

The Director will provide leadership across Bellwoods' broader housing operations, ensuring that tenancy management and tenant relations are consistent, responsive, legally compliant and aligned with Bellwoods' client-centred values. Working closely with Client Services, Finance, Procurement and other organizational leaders, they will strengthen coordination across housing and facilities while supporting effective risk management, vendor oversight and emergency preparedness. Leading managers and staff within the portfolio, the Director will strengthen operational systems, establish clear accountability, and foster a culture of collaboration and continuous improvement. They will also serve as a senior escalation point for complex building, tenancy and operational issues and participate in Bellwoods' Tier 2 after-hours on-call rotation.

### **Qualifications**

Among the qualifications being sought in candidates, the incoming leader must have a deep and abiding commitment to advancing reconciliation, equity, diversity, inclusion, and accessibility in



all its forms and must believe, intrinsically, in the importance of leading with curiosity and welcoming ideas that can later be synthesized and turned into possibility. While all candidates are encouraged to apply and, in so doing, share how they see themselves adding value to the Bellwoods' environment, the following credentials and/or experiences are seen as possible markers of the candidates most likely to realize success in the role: A) significant progressive leadership experience in facilities, property, housing, building operations, asset management, or a related environment, ideally involving complex or multi-site operations; B) demonstrated knowledge of building systems, preventative maintenance, regulatory compliance, infrastructure risk, and lifecycle asset management; C) experience leading capital planning and budgeting, major building or infrastructure projects, and the effective management of vendors, contracts, and organizational resources; D) experience leading multidisciplinary teams, strengthening operational systems, and working effectively across organizational functions; E) sound judgment, financial acumen, and the capacity to make effective decisions in complex or high-risk operational environments; and F) post-secondary education in Facilities Management, Housing Management, Business Administration, Public Administration, or a related discipline, or an equivalent combination of education and senior-level experience.

Experience within supportive or affordable housing, healthcare, community services, the broader public sector, or another highly regulated environment would be considered an asset. Bellwoods is particularly interested in leaders who bring substantial facilities, building operations, and capital stewardship expertise together with the leadership capacity to oversee a broader housing portfolio.

The expected salary for this position is approximately \$120000 CAD per year, commensurate with experience and qualifications.

This posting reflects a newly created position within Bellwoods.

## ***How to Apply***

*Bellwoods encourages expressions of interest from all applicants including Indigenous and racialized communities, women, persons with disabilities, the 2SLGBTQIA+ community, and those of diverse intersectional identities.*

*Bellwoods is partnering with BES Executive Search, a firm committed to ensuring that every search mandate engages a pluralistic and intersectional range of candidates. Applicants are guided through what BES calls 'The BES Experience'—a thoughtful, candidate-centred process that meets candidates with support and care throughout the search process. **All interested applicants are encouraged to apply by clicking [HERE](#).***

*In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), applicants living with a disability will be provided with accommodation throughout the search process. Should accommodations be required, please make Urmilla Mahabirsingh aware by emailing [umahabirsingh@bessearch.com](mailto:umahabirsingh@bessearch.com).*

*BES is deeply grateful to all who express interest in this opportunity and recognize the time and effort that goes into submitting an expression of interest. While only those most closely aligned*



*with the position requirements will be contacted for an interview, all applications are reviewed with thoughtfulness and will receive correspondence from the firm as part of our commitment to delivering a respectful and inclusive candidate experience.*

*BES Executive Search Inc. does not use artificial intelligence (AI) to screen, assess, or select applicants.*

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