



Role Posting: Project Leader

L'Arche is an organization in which people with and without intellectual disabilities share life together based on clearly articulated core values. We live, work, and learn together in our 30 communities across Canada. Founded in 1964, L'Arche strives to shape a more welcoming and just society where each person's gifts are known and celebrated. *The mission of L'Arche is to make known the gifts of people with intellectual disabilities, revealed through mutually transforming relationships and engage in our diverse cultures, working together toward a more inclusive society.*

Position: Project Leader
Location: St. John's, Newfoundland and Labrador
Duration: Full Time, 1 year contract
Start Date: To be negotiated

Responsible to:
L'Arche Avalon Board of Directors
L'Arche Atlantic Regional Leader

Position Summary:

The L'Arche Avalon Project Leader will play a key role in bringing the dream of L'Arche to reality in Newfoundland and Labrador, and on the Avalon Peninsula in particular. They will build on the work of the Board and community to foster collaborative relationships with government and other partners and to expand the network of L'Arche partners and friends. In all their work, they will build enthusiasm and understanding for the values of L'Arche as articulated in the Core Values Model. This position is a one year contract position, with the possibility for extension to a permanent position conditional on satisfactory performance.

Supervises:

No one currently. There will be additional staff and volunteers who will be supervised by the Project Leader when the founding housing project is funded and moves forward.

Major Duties and Responsibilities

Implementation of business plan: work with key stakeholders to understand and adjust the current business plan as needed and create a timeline for its implementation (budget, admissions, policy development; construction, etc.)

Partnership Development: Identify key partners for inclusion and belonging in the disability, community development, and government sector; identify strategic goals of each partnership; develop and execute a strategy for relationship building, collaboration, and shared learning

Strengthen and expand the L'Arche network: Lead/support the planning of regular L'Arche community events; meet with individuals with intellectual disabilities and their families/support people to encourage their participation with L'Arche Avalon

Financial negotiation and planning: work with provincial government partners to negotiate operational budget; explore opportunities for additional sources of funding (grants, private donors, federal funding programs, fundraising events, capital campaign, etc.); develop financial plan to ensure that adequate structures, systems, resources and processes are in place to meet the needs of the community

Reporting and accountability: Provide detailed, regular, and accurate reporting for Board of Directors as required to enable strategic decision making



Required Qualifications:

- Significant previous experience in L'Arche or similar organization at senior leadership level
- Post-secondary degree or certificate in a related field
- Ability and willingness to work collaboratively with others at all levels, including community leaders, stakeholders, donors, volunteers, and participants
- Experience with creation of operating budgets and managing expenses
- Proficient in the use of financial software applications, databases, spreadsheets, professional communication, and/or word processing
- Experience working with strategic plans, government initiatives, and funding models
- Ability to directly address tensions in relationships and model effective resolution practices
- Ability to actively listen, dialogue and, when appropriate, seek counsel
- Effective at decision making and able to apply good judgement
- Ability to be flexible and manage the stress of multi-faceted responsibilities and management.
- Demonstrated ability to follow-through on commitments in timely fashion
- Excellent speaking and animation skills, ability to present/facilitate small and large meetings
- Excellent oral, electronic, and written communication skills
- Valid Driver's license
- Clear police check, including vulnerable sector screening.
- Personal qualities of compassion, courage, integrity, and humility
- Strong work ethic; ability to work efficiently and effectively without close supervision

Desired Qualifications:

- 5+ years working with persons with intellectual/developmental or other disabilities
- Success leading a collaborative strategic planning process and ensuring its effective implementation
- Fundraising experience and experience with capital campaigns
- Open to learn and grow; able to give and receive constructive feedback with humility; commitment to personal and spiritual growth, self-care, and humour

How to Apply:

Interested individuals who would like to apply are asked to submit a resume and cover letter outlining your desire for and fit with this role before July 22nd, 2026, to: Coryn Stehouwer, Atlantic Regional Director coryn.stehouwer@larche.ca and Sheilah MacKinnon Drover, Board Chair shmacdr@gmail.com. Interviews will be held the week of July 27th, 2026.

L'Arche demonstrates that with friendship, belonging, and the opportunity to contribute their gifts, people with intellectual disabilities flourish and their lives make a difference. They take a variety of valued roles – employees, volunteers, leaders, artists, teachers, friends, and family – contributing to the lives of their families, friends and communities.