

Ontario Trial Lawyers Association
Chief Executive Officer Position
Burlington, Ontario

The Ontario Trial Lawyers Association (OTLA) was formed in 1991 by lawyers who represent plaintiffs, primarily in personal injury, medical malpractice and long term disability claims. Our purpose is to promote access to justice for all Ontarians, preserve and improve the civil justice system, and advocate for the rights of those who have suffered injury and losses as the result of wrongdoing by others, while at the same time advocating aggressively for safety initiatives.

As a professional non-profit organization, we have 1,400+ members who are dedicated to the representation of wrongly injured plaintiffs across the province and country. Much of our work is in the area of automobile insurance. OTLA is comprised of lawyers, law clerks, articling students and law students. OTLA is frequently asked to provide comment and insight on legislative and policy matters and has appeared on numerous occasions as an intervener before the Court of Appeal for Ontario and the Supreme Court of Canada.

Reporting to the Board of Directors, the **Chief Executive Officer (CEO)** provides executive leadership and management for the organization's strategic plan, financial operations, and broader administration and plays a vital role in ensuring the continued success of OTLA. The CEO provides operational continuity for the organization and works under the direction of the Board to develop and administer policies, procedures, and programs that enhance the association and allow for the fulfillment of its current Strategic Plan. The CEO provides inspiring and diligent leadership for a strong staff team. The CEO plays a vital role in securing and maintaining relationships with sponsors of the organization. The CEO also serves as the public face of the association, representing OTLA, along with the President of the Board, on provincial initiatives and forging lasting relationships with and amongst the members of our sector. By conducting effective sector research and staying on top of emerging issues and trends affecting the legal community, the CEO also provides advice to the Board on long-term strategy and decision-making.

As the ideal candidate, you have senior leadership experience within a professional, not for profit organization. You bring strong operational and financial expertise and demonstrated successful experience leading a team. A natural communicator, you understand the value and impact of consensus building and you possess the ability to work collaboratively, diplomatically, and strategically with the Board, staff, government, other associations, and an extensive volunteer base drawn from membership. You are articulate and poised and would be comfortable serving as the public face of an organization. You see the big picture and are able to contribute successfully at a highly strategic level. Those that know you well would describe you as collaborative, trustworthy, compassionate, diplomatic, ethics-driven, innovative, and committed.

Designation as a Canadian Association Executive and/or an applicable graduate degree would be considered as assets to your candidacy but are not required. Above all, you have a passion for and experience with member-based organizations and are ready to add value to an already successful organization in this senior leadership position.

The CEO position is based out of OTLA's head office, which is located in Burlington, Ontario, although regular travel (at least once per month and sometimes more often) to Toronto is required for Board meetings, conferences and other meetings.

Applications will be accepted until February 7, 2020 and should be addressed to the hiring committee of OTLA and sent to Laura Hillyer at Ms. Laura Hillyer at laura.hillyer@mhalaw.ca and to Aileen Brown at aileen.brown@mhalaw.ca. No telephone inquiries please.

OTLA seeks to create an organization which is representative of the diverse stakeholders it serves. OTLA is an inclusive employer and welcomes and encourages applications from a diverse workforce.