



Hub Success Director

At Green Economy Canada, we envision an economy where environmental sustainability, human well-being, and business success are synonymous. Our mission: to launch, grow and promote a network of local hubs engaging business to drive the sustainable economy.

Green Economy Canada (formerly Sustainability CoLab) works with community organizations to launch, grow, and promote Green Economy Hubs across Canada. [Green Economy Hubs](#) support networks of local businesses – [Green Economy Leaders](#) – to set and achieve sustainability targets. Hubs bring together, empower, and celebrate businesses as they achieve their goals.

Green Economy Canada builds capacity in Green Economy Hubs to support business sustainability by providing training, resources, peer support, connections, and access to partnerships. We leverage the collective impact of Green Economy Hubs to mobilize network-wide funding, engage in policy discussions, and share stories of success to demonstrate that a sustainable economy is possible.

Position Overview

The Hub Success Director oversees all aspects of how Green Economy Canada supports its network of Hubs to achieve our collective goals. As a proven leader, they develop strategy and enable the Hub Success Team to grow the network and refine our supports to empower and build capacity in Hubs to accelerate impact. As a strong communicator and collaborator, they create and nurture partnerships and ideas that enable Hubs to succeed.

As a member of Green Economy Canada's Executive Team, the Hub Success Director will work closely with the Executive Director and Development and Communications Director to set organizational strategy and priorities. They will manage and mentor two direct reports.

Term: Full-time permanent

Annual Compensation: \$71,400, plus \$1,500 health allowance

Ideal Start Date: Beginning of January 2019

Location: Flexible (preference for Waterloo Region, Toronto or Ottawa)

Reports to: Executive Director



What does the Hub Success Director Do?

Strategic Planning and Oversight (25%)

- Develop strategy and prioritize how we support Hubs and harness the power of the collective network (includes identifying and overseeing resource and funding needs)
- Develop and manage the implementation of our strategy for national expansion
- Use network data to guide the evolution of Hub support and help ensure Green Economy Canada is focused on its highest value activities for impact
- Maintain and communicate standards for Green Economy Hubs, including consulting with Hubs on bi-annual updates and working constructively with them to address alignment challenges
- Develop and maintain performance benchmarks to guide Hub progress and goals
- Support and mentor two direct reports, the Hub Development Manager and Network Engagement Manager, ensuring both have the direction, support and resources needed to excel in their roles

Hub Exploration and Development (30%)

- Working with the Executive Team and the Hub Development Manager, plan and manage priorities, resources and our overall approach to supporting Hubs in development
- Provide coaching, facilitation and expertise at key milestones of the Hub Launch Process, as needed (for example, leading Hub exploration workshops and advising on Hub business plans)
- Lead recommendations to the Board on applications for network membership
- Evaluate the effectiveness of Green Economy Canada's Hub Launch Process and lead improvements, as appropriate

Hub Growth and Impact (35%)

- Work with the Hub Success Team to lead the continuous improvement of Hub support (for example, changes to Hub benefits or membership structures) based on impact data and as Hub needs change and the network evolves
- Build and maintain strategic partnerships and connections outside the network that support and enable the success of Hubs and/or their business members
- Develop and maintain relationships with staff across the network, with a focus on individual and peer-to-peer meetings with Executive Directors or Hub Program Directors to understand Hub needs and challenges

Network Governance & Communication (10%)

- Work with the Network Engagement Manager to identify and pursue opportunities to engage and empower the network in setting collective priorities and decision-making
- Manage relationships and lead communications, as appropriate, with the Boards of organizations developing and running a Hub
- Lead Network Quarterly Update conversations with Green Economy Hubs

- Mobilize the network as appropriate on collective responses to government policies or programs that would enable businesses to transition to a more sustainable economy

Key Skills and Characteristics Required to Succeed in this Role:

- Results-focused strategic thinker who is adept at seeing trends and interpreting the data or a short term opportunity in the context of the ‘the bigger picture’; demonstrates strong critical thinking skills to make strategic decisions aligned with clear goals.
- Creative and energetic problem solver skilled at working with others to understand root issues and develop win-win solutions.
- Skilled at developing and cultivating strong external relationships and working collaboratively with other organizations toward common objectives.
- 3-5 years of senior leadership experience, with a track record of team building and developing others.
- Values-driven leader who fosters a culture of innovation, empowerment, diversity and inclusion.
- Exceptional spoken and written communication and interpersonal skills; can convene a conversation with large groups, coach one-on-one or speak to stakeholders on behalf of the organization.
- Thrives in a fast-paced, results-driven and collaborative environment.
- Passion for the non-profit sector, social innovation and/or building a greener economy.
- Ability to travel within Canada (role requires the ability to travel within Canada periodically throughout the year, typically for 1-3 days at a time).

To Apply:

Please send a resume and cover letter to Sarah Van Exan, Managing Director at hr@greeneconomy.ca. Please also indicate in your email how you learned about this opportunity. Interviews will begin the week of November 26th. We sincerely thank all applicants, however, we will only be able to personally contact those applicants selected for an interview.

Green Economy Canada is an equal opportunity employer where a diverse mix of talented people do their best work because of, not in spite of, our differences. We are committed to providing an inclusive and welcoming environment for all staff, volunteers, members, subcontractors, and vendors in all our activities and operations, regardless of race, color, religion (creed), gender identity, gender expression, age, national origin (ancestry), dis/ability, marital status, or sexual orientation.



What's it Like Working at Green Economy Canada?

At Green Economy Canada, we seek to blend the nimbleness and autonomy of a small team with the influence and opportunities afforded to a national network.

- We are bold, ambitious and optimistic. Our vision is for an economy that makes environmental sustainability, human well-being, and business success synonymous.
- We care about what we each accomplish, not where we work from or how many hours we put in (we work remotely, but gather as a virtual team daily and in-person at regular intervals).
- We want working together to feel effortless and the ways we work together to be intuitive.
- We embrace innovation: we're willing to take risks, we know we'll make mistakes along the way, and we push ourselves to apply what we learn each time. At Green Economy Canada, it's okay to fail.
- We have fun, enjoy working together, and laugh often.
- We're not satisfied with the status quo: we don't think "because that's how it's always been done" justifies a course of action. We challenge each other, think critically, and strive for objective decision-making.

Learn More About Green Economy Canada:

- Visit greeneconomy.ca
- Check out our most recent [annual report](#)
- Check out this [3-minute video](#) on Green Economy Canada & Green Economy Hubs
- Join the conversation on Twitter [@greeneconomyca](#)