



CANADIAN KINESIOLOGY ALLIANCE
ALLIANCE CANADIENNE DE KINÉSIOLOGIE

Executive Director Opportunity

Organization: Canadian Kinesiology Alliance (CKA)

Reports To: Canadian Kinesiology Alliance Board of Directors

Location: Remote within Canada (with some travel required)

Hours: Part-time, approx. 20 hours/week (1,000 hours/year; fluctuations during peak times)

Employment: Contract basis at \$55–\$60/hour, based on experience

Term: Initial 1-year contract, renewable

About the Canadian Kinesiology Alliance

The Canadian Kinesiology Alliance (CKA) is a national not-for-profit organization comprised of 10 provincial kinesiology associations (PKAs). CKA champions the advancement of kinesiology professionals across Canada as valued and respected healthcare providers within the allied health industry.

We provide information about the profession to members, the public, government, and stakeholders, while fostering national collaboration and advocacy for the profession.

Role Overview

The Executive Director (ED) is responsible for carrying out the strategic vision and mission of the Canadian Kinesiology Alliance. As the national spokesperson and advocate for kinesiology, the ED builds relationships, strengthens partnerships, and represents the profession on a national stage.

Working closely with the Board of Directors, the ED provides oversight of the Association Management Company (AMC), ensuring that day-to-day operations, advocacy efforts, and member services align with the Alliance's strategic priorities.

Key Responsibilities

1. Strategic Leadership, Vision and Advocacy

- Support the Board in developing and executing multi-year strategic and operational plans aligned with CKA's mission and values.
- Anticipate and respond to sectoral changes; identify opportunities and risks affecting the profession.
- Build coalitions with PKAs, academic institutions, healthcare advocates, and national health organizations.

- Assist PKAs in presenting to government, regulators, allied health bodies, and other stakeholders.
- Lead or support regulatory advocacy efforts in provinces where kinesiology is not yet regulated.
- Represent the CKA at conferences, media engagements, and high-level meetings, providing national insights.

2. Oversight of Operations

- Act as the primary liaison between the Board and the AMC.
- Supervise AMC performance to ensure alignment with strategic goals and Board expectations.
- Participate in AMC performance reviews; advise on renewal, termination, or restructuring of contracts.
- Collaborate with the AMC and Treasurer to develop the annual budget for Board approval.
- Support AMC in preparing reports, meeting materials, and operational updates.
- Provide governance recommendations, including policy development, Board orientation, and implementation of decisions.
- Oversee effectiveness in finance, member services, communications, events, and administration.
- Attend Board meetings, Presidents' Round Table meetings, and designated committee meetings.

Qualifications

- Senior leadership experience in a not-for-profit, association, or healthcare sector.
- Strong understanding of advocacy, government relations, and regulatory environments.
- Proven success in strategic planning, stakeholder engagement, and partnership building.
- Experience working with or overseeing third-party service providers (e.g., Association Management Companies).
- Financial management experience, including budget planning and reporting.
- Excellent communication and presentation skills in both collaborative and public settings.
- Bilingualism (English/French) considered a strong asset.

Competencies

- **Strategic Thinking:** Ability to anticipate trends and position the profession nationally.

- **Advocacy & Influence:** Skilled in building coalitions and representing professional interests at multiple levels.
- **Collaboration:** Works effectively with a volunteer Board, member associations, and external partners.
- **Governance Knowledge:** Familiar with policy development, Board support, and organizational accountability.
- **Operational Oversight:** Ensures execution of goals through effective supervision of AMC and contractors.
- **Professional Credibility:** Earns respect through subject-matter knowledge, integrity, and professionalism.

Application Process

Interested candidates are invited to [click here to submit their resume and a cover letter](#) outlining their qualifications and vision for the role by October 9th 2025. Applications will be reviewed on a rolling basis, and only shortlisted candidates will be contacted. Please note that shortlisted candidates may be required to provide proof of degree graduation, official transcripts, and any relevant certifications.

Diversity and Inclusion Statement

Canadian Kinesiology Alliance (CKA) is committed to fostering a diverse and inclusive workplace. We encourage applications from all qualified individuals, including Indigenous peoples, persons with disabilities, members of racialized communities, and individuals of diverse gender identities and expressions.