

Posting Date: March 11<sup>th</sup>, 2026

**Position: Director of Programs**

**Department:** Impact

**Reports To:** Chief Impact Officer

**Salary Range:** \$83,500–\$93,500 annually. Additional compensation details will be discussed with shortlisted candidates.

**Position type:** Full-Time Permanent; 37.5 hours per week with occasional travel

*Applications will be reviewed on a rolling basis until a suitable candidate is selected.*

**Background**

To better support older adults to be socially connected, live healthy lifestyles and maintain independence, HelpAge Canada coordinates, convenes, builds capacity and invests in community-based organizations in Canada and internationally. We advocate, inform policy and work in a collaborative manner to raise the profile of the Ageing agenda in Canada and around the world. These community-based programs provide (predominantly) non-medical home supports to older persons to live independently in their homes and their communities and to improve their well-being through the provision of community informed and community-based programs and services.

The work we do will adhere to the following principles: community-centered and community driven, prevention oriented, informed by evidence, independence focused, simple and understandable, based on need, a multi-stakeholder/partner approach, integrated with other services, and complementary to other supports, such as families, friends and caregivers.

**Job Purpose**

The Director of Programs reports to the Chief Impact Officer (CIO) and is accountable for the programs, partnerships and overall engagement with system partners in Canada. This role ensures deliverables of contracts are adhered to and ensures monitoring, learning and evaluation frameworks are implemented. The Director of Programs will support the Canadian Community-Based Leadership Council, be responsible for activating the Community Based Seniors' Services (CBSS) Sector strategic plan and oversees HelpAge Canada's Belonging Hub, including the Age Better Grant. This role provides supervision and support to program staff and embraces a servant leadership approach to coaching, development and empowerment. This role will also support the CIO in international programs as required.

## **Duties and Responsibilities**

- Provides support and facilitation of meetings, events and initiatives of the CBSS Leadership Council
- Accountable for ensuring execution of the CBSS strategic plan and accompanying deliverables
- Oversees the grant management cycle of the Age Better Grants
- Coordinates HAC's Belonging Hub
- Primary liaison with program partners and allies
- Stewards appropriate coalitions and roundtables
- Works closely with the Seniors Advisors and Executive to ensure organizational alignment and strategy
- Supervises Canadian Programs staff
- Engages with international partners and supports CIO in international program delivery as required
- Participates in internal and external meetings as required
- Coordinates all convening functions in Canada
- Overall accountability for HAC's role as the backbone to both the CBSS sector in Canada as well as Canada's Belonging Hub

## **How to Apply and Accommodations in the Hiring Process**

Interested applicants may send their resume and CV to [info@helpagecanada.ca](mailto:info@helpagecanada.ca) with the subject line "DIRECTOR OF PROGRAMS: Your Name." No phone calls, please. Eligible candidates must be legally entitled to work in Canada. As a remote-first workplace, we welcome candidates from across Canada to apply.

HelpAge Canada is committed to equity, diversity, and inclusion. If you require accommodations at any stage of the hiring process, please contact us directly at [info@helpagecanada.ca](mailto:info@helpagecanada.ca)