



Job Posting: Executive Director, National Associations Active in Criminal Justice (NAACJ)

Position Type: Part time, permanent*

Location: Remote/Ottawa

Reports to: NAACJ Board of Directors

Salary: \$55,000 with benefits. Board support for salary increase is subject to the identification and successful retainment of additional funding.

** We will consider flexible working arrangements, experience dependant.*

About NAACJ

The National Associations Active in Criminal Justice (NAACJ) is a national not for profit organization that enhances the capacity of member organizations to contribute to a humane, fair, equitable and effective justice system. NAACJ does this by:

- Contributing to the education of its member organizations, other organizations from the governmental and voluntary sector and the general public through activities that share and generate knowledge, information, ideas and values, in relation to current and emerging criminal justice issues.
- Contributing to the capacity of the member organizations to carry out their purposes through activities that share and generate expertise; serving as a catalyst for action by member agencies; and, providing collective support for actions undertaken by individual member agencies where feasible.
- Supporting the activities of its member organizations in the development of policy related to criminal justice by promoting the role and importance of the member organizations in consultation and policy fora with the federal government.

Together, the NAACJ and its members are a coalition of national organizations working across the Canadian criminal justice system, united around shared priorities in corrections, community reintegration, a fair, humane justice system.

Position Summary

NAACJ is seeking an Executive Director to lead the organization into its next chapter of growth. This is a builder's role: someone who can strengthen NAACJ's organizational foundation, deepen and professionalize its relationships with government, and act as a trusted connector who brings member associations together around common causes. The ideal candidate combines strategic and strong government relation skills with operational leadership. They are energized by coalition work in the criminal justice and corrections field, and are skilled in organizational growth.

Key Responsibilities

Organizational Growth & Sustainability

- Build NAACJ's organizational capacity by strengthening our internal systems, and membership engagement strategies to match the ambition of its policy mandate.
- Develop and execute a fundraising and revenue strategy (membership dues, government funding, grants, and partnerships) to ensure long-term sustainability.
- Maintain strong records, and establish operational infrastructure and governance practices that allow NAACJ to scale responsibly.

Government & External Relations

- Serve as NAACJ's principal representative to federal government partners, including Correctional Service Canada, Public Safety Canada, the Parole Board of Canada, and relevant parliamentary committees.
- Build durable, credible, non-partisan relationships with officials and decision-makers, positioning NAACJ as a trusted, go-to voice on criminal justice reform.
- Represent NAACJ publicly in media, at conferences, and in coalition with allied sectors with consistency and political acuity.

Member Engagement & Coordination

- Connect NAACJ's member associations, fostering alignment, trust, equitable organizational processes, and meaningful connection across a diverse coalition.
- Facilitate collaborative policy development, ensuring member voices are reflected in NAACJ's positions and advocacy.
- Identify opportunities for joint initiatives, shared resources, and increased representation by Black and Indigenous led, and other identified impacted populations.

Strategic & Policy Leadership

- Lead the development of NAACJ's strategic priorities in partnership with the Board and member associations.
- Guide NAACJ's policy positions on community reintegration, and correctional/parole system reform.
- Monitor the legislative and correctional policy landscape and position NAACJ to respond proactively.

Operations & Team Leadership

- Manage NAACJ day to day operations, including overseeing processes, policy development, oversight of financial systems, supervision of students, management of contractors, budget, and adherence to strategic priorities.
- Report proactively and regularly to the Board of Directors on strategic progress, finances, and risk.

Qualifications

- At least 5 years in a leadership position, with demonstrated experience building or significantly growing an organization. Non-profit, association, or coalition experience strongly preferred.
- Experienced in financial oversight, managing financial systems, and organizational accountability processes (records keeping, audits, etc.).
- A demonstrated track record of building credible, effective relationships with government officials and navigating federal policy processes.
- A self-driven, well-organized leader with experience working with or convening multi-stakeholder coalitions or membership-based associations.
- Knowledge of the Canadian criminal justice, corrections, and parole systems.
- Excellent judgment, political acuity, and communication skills across government, member, and public audiences.
- Strong alignment with NAACJ's values of reintegration and evidence-based reform.
- Bilingualism (English/French) and/or knowledge of Indigenous languages are assets.

To Apply

Please send an expression of interest and your CV/resume to the attention of Anita Desai, NAACJ Board President, at: info@naacj.ca or anita@stleonards.ca by September 7th, 2026.