



**Youth Science Canada**  
**Sciences jeunesse Canada**

## Executive Director

**Organization:** Youth Science Canada (YSC)

**Reports To:** Board of Directors

**Location:** Remote within Canada (some national and international travel required)

**Position Type:** Full-Time, Permanent (40 hours/week)

**Compensation:** Starting at \$100,000 to \$130,000 annually, commensurate with experience, plus comprehensive benefits package, vacation, retirement savings program and a structured bonus.

### About Youth Science Canada

For 60 years, Youth Science Canada (YSC) has empowered all Canadian youth to engage their curiosity in discovering and innovating through STEM projects.

YSC runs the Canada-Wide Science Fair, the country's largest youth STEM event, and supports a national network of nearly 100 regional science fairs engaging thousands of youth from every province and territory each year. Through mySTEMspace, Smarter Science, purpleSTEMwave, and Team Canada, YSC connects youth, educators, and the broader STEM community from coast to coast to coast.

Backed by 8,000+ volunteers, educators, STEM professionals, donors, sponsors, and partners, YSC helps young people build the curiosity, creativity, and scientific literacy that will define Canada's next generation of innovators and problem-solvers.

YSC is a national charity and proud accredited member of the Imagine Canada Standards Program.

### The Opportunity

YSC is seeking a collaborative, entrepreneurial Executive Director to lead its next phase of growth and impact.

Reporting to the Board, the Executive Director provides strategic leadership, oversees operations and finances, leads fundraising and partnerships and represents YSC publicly. The role works closely with staff, volunteers, donors, governments, educators, and partners to strengthen YSC's national profile and long-term sustainability.

This role is ideal for a values-driven leader passionate about youth, STEM, innovation, and the nonprofit sector.



## Key Responsibilities

### Strategic Leadership and Organizational Development

- Work with the Board to develop, implement, and assess YSC's strategic plan.
- Advance YSC's mission through strong programs and partnerships.
- Monitor trends and challenges in STEM education and youth engagement.
- Foster a collaborative, inclusive, accountable culture.
- Align activities with strategic goals and outcomes.
- Ensure all events hosted by YSC are at the highest caliber.

### Governance and Board Relations

- Support the Board in meeting its governance responsibilities.
- Provide clear, timely information for Board decisions.
- Advise on strategic, operational, financial, and organizational issues.
- Support policy development, governance, and planning.
- Engage Board members in fundraising, advocacy, and key initiatives.

### Financial Stewardship and Fundraising

- Grow and diversify revenue through fundraising.
- Pursue grants and manage reporting requirements.
- Build relationships with sponsors, donors, foundations, corporations, and funders.
- Lead annual budgeting and long-term financial planning.
- Maintain strong financial controls, reporting, and compliance.
- Oversee financial reporting, audits, and risk management.

### Operations and Human Resources

- Oversee operations, systems, policies, and procedures.
- Recruit, lead, and retain staff and contractors.
- Support YSC's volunteer network.
- Support and grow YSC's regional network.
- Ensure compliance with relevant employment, privacy, and nonprofit regulations.
- Promote a positive, inclusive workplace culture.

### Partnerships, Communications, and Advocacy

- Serve as YSC's lead spokesperson and ambassador.
- Build relationships with education, industry, government, community, and international partners.
- Strengthen YSC's visibility and influence across Canada.
- Support communications, public relations, and stakeholder engagement.
- Represent YSC at events, meetings, and conferences.



## Qualifications

### Required

- Experience leading strategy and organizational change.
- Strong financial management and budgeting skills.
- Experience in fundraising, sponsorships, donor relations, and grants.
- Strong communication, stakeholder engagement, and relationship-building skills.
- Experience leading remote teams, contractors, and volunteers.
- Ability to manage multiple priorities independently.
- Commitment to equity, inclusion, and accessibility.
- Passion for YSC's mission and youth STEM engagement.

### Assets

- Leadership experience in a nonprofit, educational, charitable, or mission-driven organization.
- Experience working with a Board and understanding nonprofit governance.
- Experience working with databases and data management.
- Experience overseeing large-scale events.
- Bilingualism in English and French.
- Experience in STEM education, science fairs, or youth programming.
- Knowledge of Canada's charitable and nonprofit sector.
- Experience with national organizations and distributed stakeholders.

### Why Join Youth Science Canada?

- Lead a respected national organization with more than 60 years of impact.
- Shape youth STEM engagement across Canada.
- Work with a strong network of volunteers, educators, and industry leaders.
- Enjoy a fully remote work environment.
- Help inspire the next generation of innovators and problem-solvers.

### Equity, Diversity, and Inclusion

- Youth Science Canada is committed to building an inclusive, accessible, and equitable workplace that reflects the diversity of the country we serve. We encourage applications from individuals from historically underrepresented groups.
- Accommodation is available throughout the recruitment process.

### How to Apply

Please submit a cover letter and resume or CV to [nominations@youthscience.ca](mailto:nominations@youthscience.ca) by **July 6, 2026**. We thank all applicants for their interest. Only those selected for an interview will be contacted.