



Logic Executive Search and Workplace Solutions is proud to partner with Pelee Island Bird Observatory (PIBO) in the search for an Executive Director.

Pelee Island Bird Observatory (PIBO) is a Canadian registered non-profit charitable organization devoted to the study and observation of migratory birds and the preservation of their natural habitats based on Pelee Island, Ontario.

Pelee Island is a critical node in Lake Erie on two major hemispheric migratory flyways and internationally designated as an Important Bird and Key Biodiversity Area. Founded in 2004, PIBO operates one of Canada's longest continuous bird monitoring programs and delivers internationally recognized long-term monitoring data. The organization is entering a defining period of strategic growth, anchored by the opening of a new Bird Centre on Pelee Island. The next phase will focus on the development of public education programs alongside the implementation of a new long-term science plan in collaboration with research, conservation and community partners.

PIBO is seeking an Executive Director to guide the organization from its founding, volunteer-driven roots into a professionally led and sustainably structured conservation leader and hub for avian research and engagement. This role offers a distinctive opportunity for a mission-driven leader to shape PIBO's next chapter, building on the legacy of its founders while engaging and inspiring the next generation in bird conservation.

The incoming Executive Director will inherit a highly credible monitoring program, a committed volunteer base, a supportive Board, and a generational fundraising opportunity tied to the Bird Centre. This is a hands-on leadership role for someone with the mindset of a builder, comfortable with ambiguity, motivated by challenge, and ready to grow a small organization with significant ambition and impact. The role requires aspirational and experienced leadership; someone who can build capacity deliberately and can generate trust across a diverse donor and stakeholder community, charting a clear path forward that builds confidence.

STRATEGIC LEADERSHIP AND EXECUTION

- Lead the implementation of Board-approved strategic priorities, including the launch and early development of a new Bird Centre, the advancement of the long-term science plan, and the integration of research, education, and community engagement activities.
- Translate multi-year strategic direction into achievable annual priorities, workplans, and performance objectives.
- Ensure alignment between the mission, strategy, operational plans, and available resources of the organization.
- Regularly assess organizational capacity and recommend adjustments to timing, scope, or budgeting of projects as required.
- Monitor progress against strategic goals and transparently report to the Board on risks, trade-offs, and emerging issues as necessary.

ORGANIZATIONAL LEADERSHIP AND DEVELOPMENT

- Lead a small and evolving organization through growth and increasing complexity.



- Build organizational capacity gradually, including the development of oversight and leadership roles as resources allow.
- Clarify roles, decision-making authority, and accountabilities as the organization grows.
- Lead, coach, and support staff and key volunteers through change while maintaining morale and sustainability.
- Foster an organizational culture grounded in learning, adaptability, collaboration, and continuous improvement.
- Ensure appropriate human resources practices, including recruitment, onboarding, performance management, and professional development.
- Model values-based leadership aligned with PIBO's mission and community commitments.

FUNDRAISING AND EXTERNAL RELATIONS

- Serve as PIBO's primary ambassador, bringing an authentic, energized, and relationship-driven presence to major and legacy donors, foundations and public funders, as well as strategic partners, academic institutions, and conservation organizations.
- Collaborate closely with the Board and fundraising partners to advance major, legacy, and institutional funding strategies.
- Strengthen donor stewardship, engagement, and long-term relationship management.
- Align fundraising initiatives with strategic priorities and organizational capacity.
- Support efforts to diversify revenue streams with a focus on organizational sustainability and growth.

GOVERNANCE AND BOARD PARTNERSHIP

- Maintain a transparent, respectful, and highly collaborative working relationship with the Board of Directors.
- Ensure the Board receives timely, accurate, and decision-ready information.
- Support the Board's transition toward strategic governance with patience and diplomacy.
- Enable effective governance while maintaining separation between Board governance and operational management.

FINANCIAL AND RISK MANAGEMENT

- Maintain overall accountability for the organization's financial health, sustainability, and integrity.
- Oversee budgeting, forecasting, cash flow management, financial reporting, and compliance.
- Ensure appropriate financial controls, policies, and procedures are in place.
- Work with staff and external service providers to meet audit, regulatory, and reporting requirements.
- Identify, assess, and manage organizational risks, including operational, financial, and reputation risks.
- Ensure hiring and spending decisions are aligned with revenue targets and long-term sustainability.



QUALIFICATIONS AND EXPERIENCE

- Post-Secondary degree or diploma in business, non-profit management, fundraising, or other related fields.
- Minimum of 7 - 10+ years of progressive leadership experience within a non-profit, conservation, environmental, research, academic, or mission-driven organization.
- Driven, humble, and energized leader who builds trust, inspires others, and leads effectively through hands-on engagement.
- Demonstrated success leading organizations, programs, or departments through periods of transition, growth, or structural change.
- Experience operating effectively in small organizations, with an understanding of how to build and scale capacity over time.
- Proven ability to set priorities, manage competing demands, and make informed decisions.
- Financial management experience, including budget preparation and analysis.
- Demonstrated experience in relationship-building with donors, community partners, volunteers, and stakeholders.
- Previous success in fundraising, event management, donor relations, or grant writing.
- Exceptional communication skills, including public speaking, media engagement, and stakeholder relations.
- Previous experience working with, reporting to, or sitting on a Board of Directors.
- All locations will be given consideration, with preference given to those located within Southwestern Ontario. On-site travel is required during key operational seasons.

This position offers a comprehensive compensation and total rewards package including:

- Base Salary Range: \$120,000 - \$140,000
- Insured Benefits Plan
- Competitive Vacation Time
- Accommodations while staying on the Island
- Remote role with on-site travel to the Island during key operational seasons
- Opportunity to make a lasting and significant difference to a growing organization and community

For more information about PIBO, please visit <https://pibo.ca/en/> and see their impact report [here](#)

We value diverse perspectives and experiences, and encourage individuals from all backgrounds to apply, including those who may not meet every requirement listed.

Please forward a copy of your resume and cover letter in confidence to Angelo DiDonato, Senior Recruitment Specialist at Logic Executive Search and Workplace Solutions via email at angelo@logicexecutivesearch.com.

Applications are being accepted until Monday, June 8th, at 9:00AM (EST)

To speak with one of our Executive Recruiters, please contact us at 1-877-227-9548. We thank all those who apply for this role, however, only those selected for an interview will be contacted.



Logic Executive Search and Workplace Solutions is committed to providing accessible employment practices that follow the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Should you require accommodation during any phase of the recruitment process, please let our recruitment team know.

Our Commitment to a Human-Centered Hiring Process: We comply with Ontario employment and privacy laws while using technology responsibly, ensuring every resume is personally reviewed and all hiring decisions are guided by experienced HR professionals with a fair, transparent, and ethical approach.