

Executive Director

The Executive Director is responsible for maintaining the day-to-day operations of the organization performing a wide range of tasks including but not limited to:

- Trade Membership: Relationship Management, Establishing new trade members, organizing member events, communications
- Compliance: Ensuring trade members are operating in conformance with CAMCD ROPs and Certification Standards as well as applicable laws
- Public Relations: Work with the PR committee to ensure consistent messaging in media interviews, press releases, conference panels, trade member PR efforts,
- Communications: Work with the PR committee to publish regular well prepared trade member communications, Prepare and organize all association printed materials, social media management, Conduct outreach with other organizations, elected officials, and community groups
- Finance: Working with the Treasurer, duties include dues collection, budget management, preparing reports to the board & membership
- Fund Raising: Charitable and Political causes
- Bridge Building: Forging collaborative relationships with external stakeholders in the legalization movement (public officials, medical practitioners, subject matter experts)
- Lobbying: Influencing decision makers on policy
- Business Management: Hiring and managing staff, setting internal goals, assessing performance, establishing internal and trade member procedures and protocol, implementing new policy standards within the organization

Position: This is a full-time position

Hours: 40 hours per week - some evenings and weekends required. This position will likely require travel throughout Canada.

Reports to: President, Vice President and Board of Directors

Requirements & Qualifications:

- Extensive business experience preferably at the executive level
- Track record of performance
- No experience working in the cannabis industry required
- Relevant post-secondary degree would be an asset
- Significant experience preparing press releases, responding to media inquiries, communicating organizational priorities during interviews
- Significant experience in developing organizational budgets and performing ongoing financial oversight in a business environment
- Significant experience working with a Board of Directors or Committees to develop and implement strategic plans including proper progress reporting mechanisms
- Prior experience providing organizational leadership as well as managing and supporting core staff members
- Familiarity with Quickbooks, Google Drive, Microsoft Office

Start Date: As soon as possible

Please submit your cover letter and resume by email to info@camcd.ca.

Please note that only shortlisted applicants will be contacted.

Compensation:

Base Salary + Performance Bonus commensurate with experience

Overview: The Canadian Association of Medical Cannabis Dispensaries (CAMCD) is a not-for-profit corporation established to promote a regulated community-based approach to medical cannabis access. CAMCD ensures a superior quality of patient care through our stringent Trade Association Membership requirements and our comprehensive Certification Program.

Representing a network of more than 40 storefront retailers, including some of Canada's most knowledgeable and experienced medical cannabis professionals, CAMCD facilitates the integration of dispensaries' efforts towards community



initiatives, research, and outreach, as well as assisting in the navigation of the regulatory frameworks around medical cannabis.

CAMCD is committed to actively lobbying for change in any legislation that fails to recognize the rights and needs of all medical cannabis patients, and fails to provide for safe, affordable, and consistent access. By communicating with municipal, provincial, and federal policy makers and elected officials, CAMCD promotes the patient's right to grow their own medicine, and community-based access for those unable or unwilling to do so.