



Executive Director & Chief Executive Officer (3-Year Contract)

Location: Toronto, Ontario (hybrid); with occasional travel and weekend work

Reports to: Board of Directors

Position Type: Full-Time, 3-Year Contract (with potential for renewal)

Start Date: September 14, 2026

Application Deadline: July 10, 2026

Compensation: Competitive salary commensurate with experience, plus benefits

About RMTAO

The Registered Massage Therapists' Association of Ontario (RMTAO) is a member-driven, not-for-profit professional association representing Registered Massage Therapists (RMTs) across Ontario. RMTAO advances the profession through advocacy, professional development, and member support.

As the recognized voice of the profession, RMTAO advocates to government, insurers, and the healthcare system to promote fair access to massage therapy services and uphold high standards of practice. The Association also provides resources to support RMTs in strengthening their knowledge, navigating research, and growing their practices.

Position Overview

Operating within RMTAO's modified policy governance model, the Executive Director & Chief Executive Officer (ED/CEO) leads and manages the Association's day-to-day operations with transformational strategic intent. Working in close partnership with the Board of Directors and operations staff, the ED/CEO materializes the RMTAO's mission and drives the achievement of organizational goals as set out in the Ends Policy and Strategic Plan.

The ideal candidate thinks strategically and creatively, and proactively identifies opportunities to drive meaningful impact. A skilled relationship builder, the ED/CEO fosters a culture of collaboration across staff, the board, and external partners, building trust through transparency and a demonstrated passion for the organization's mission. This leader brings proven success in managing significant budgets and implementing strong organizational systems that support accountability and performance. They communicate diplomatically and directly and are capable of navigating political, regulatory, business, and healthcare landscapes.

This is a transformational opportunity for a leader who is energized by the challenge of revitalizing and renewing an organization for long-term success.

Authority & Scope

Under the authority of the Association's governance documents, the ED/CEO directs all activities of the Association, directly or through delegation, and leads the development and execution of operational, tactical, and financial plans. The ED/CEO establishes measurable goals, monitors organizational performance, and drives continuous improvement across membership, programs, and services.

Key Responsibilities

Advocacy & External Relations: Monitors trends and emerging issues in massage therapy and healthcare; builds and maintains relationships with government, regulators, insurers, educational institutions, sector partners, and other regulated health care professions; delivers

confident, professional, and compelling presentations serving as an enthusiastic leader and ambassador for RMTAO's mission and interests.

Governance & Board Support: Ensures compliance with legislation and governance documents; collaborates with the board on strategic planning and execution; prepares board materials and regular performance reports.

Strategy & Organizational Direction: Leads the development and execution of operational plans; establishes staff and program performance measures and accountability frameworks; aligns resources with organizational priorities; translates board direction into transformational plans and tracks progress systematically.

Membership, Programs & Services: Identifies and responds to member needs; develops and oversees program, organizational, and member growth and retention strategies.

Leadership & Operations: Fosters positive collaboration and effective communication across staff, leadership, and membership to support organizational priorities and ensure operational effectiveness.

Financial Operations: Oversees budgeting processes and financial reporting to ensure accuracy, accountability, and alignment with organizational goals; manages the budget with discipline and financial acumen, with a focus on revenue diversification and long-term organizational viability.

Education & Experience

- Bachelor's degree (or equivalent experience) in a relevant field
- Minimum 5+ years of progressive leadership experience, ideally in a non-profit, association, or healthcare environment
- Experience working with a Board of Directors in a governance model
- Previous Executive Director experience is an asset
- Knowledge of Ontario's healthcare system and/or massage therapy is an asset
- Demonstrated success with grant and resource development is an asset
- Bilingualism (English/French) is an asset

Equity, Diversity & Inclusion

RMTAO is committed to fostering a diverse, equitable, and inclusive workplace. We welcome applications from individuals of all backgrounds, identities, and experiences, and are committed to providing an inclusive and accessible recruitment process. Accommodations are available upon request throughout the hiring process.

Recruitment Process

Shortlisted candidates will be invited to participate in a two-stage interview process:

- First-round interviews (virtual): July 27, 2026
- Final interviews (in-person): August 10, 2026 at the RMTAO offices in Toronto

How to Apply

Qualified candidates are invited to submit a resume and cover letter outlining their interest and relevant experience to board_chair@rmtao.com by July 10, 2026.