



Opportunity Profile

GENERAL DIRECTOR
FRONTIER LODGE CHRISTIAN YOUTH CAMP

NELSON/KRAFT
AND ASSOCIATES

EXECUTIVE SUMMARY

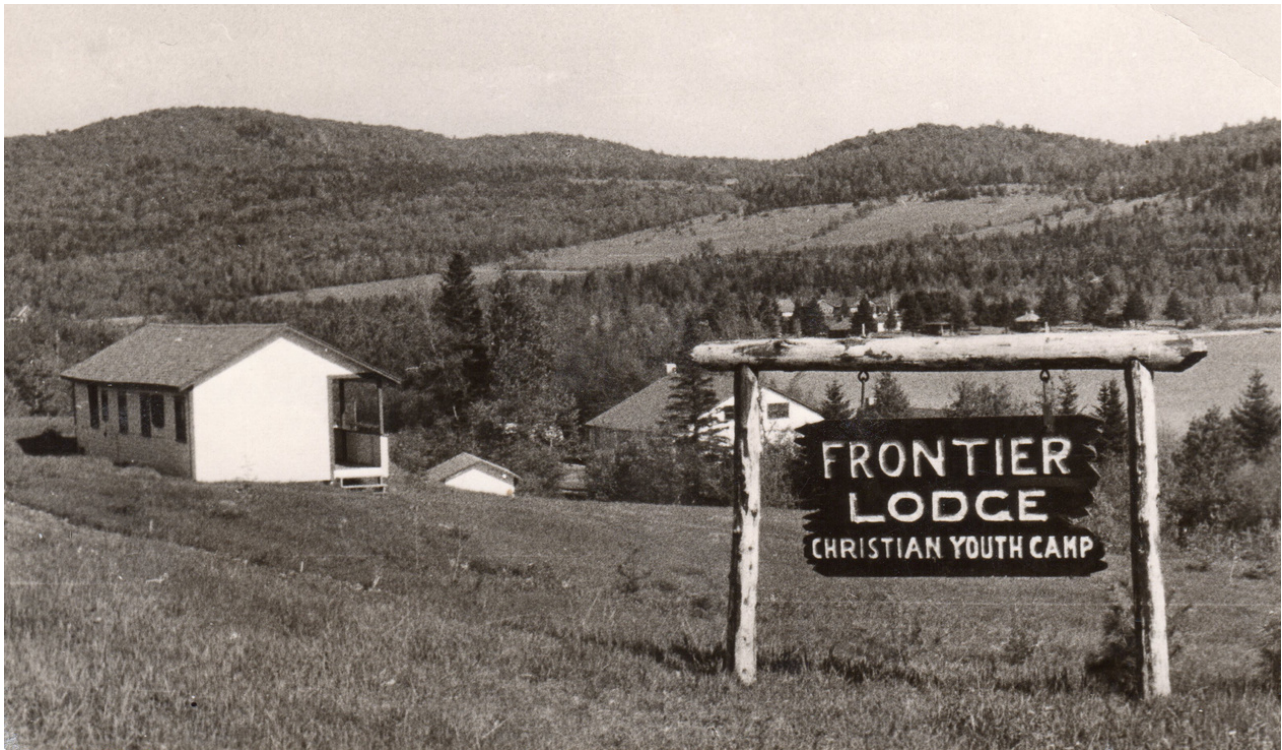
Frontier Lodge Christian Youth Camp is searching for a visionary, entrepreneurial, and highly relational leader to join their team as General Director.

Reporting to the Chair of the Board of Directors, the General Director of Frontier Lodge is a hands-on, senior Christian leader with a proven record in youth and camp ministries, not-for-profit organizations, private business, or a combination thereof. The General Director is an effective strategic planner who has proven communication, marketing, consultative, and interpersonal competencies. The role of the General Director is to provide leadership and direction to camp staff, ensure proper administration of the camp, and to liaise with the Board of Directors. The General Director is a mature Christian in a deep, personal relationship with Jesus Christ.

If you are a business-minded leader with a passion for youth and camp ministry, and values that align with Frontier Lodge, we would love to connect with you!



POSITION SUMMARY



The General Director is responsible for hiring and managing staff including the Program Directors, Kitchen Supervisor, Maintenance Supervisor, Nurse, Waterfront Director, and Administrator. The General Director is responsible for overseeing the general direction of the camp, as well as ensuring that the camp experience for all groups is rewarding and enjoyable. As the senior staff member in a Christian ministry organization, the General Director helps to facilitate the spiritual growth of the full-time and seasonal staff at the camp, and ensures that the camp promotes an image that is Christ-centered at all times. The General Director is responsible for promoting the camp to key constituents, and ensuring the financial stewardship of the operation year-round.



WHO WE ARE

Frontier Lodge is a non-denominational Christian youth camp located just two hours outside of Montreal. Situated on the northeast side of Lake Wallace, the camp overlooks a beautiful view of the lake and mountains. It's the perfect place to watch the fog lift in the morning, campers hanging out by the lake under the heat of the afternoon sun, and the vibrant sunset in the evening.

Around the world, countless lives have been changed by summer camp, and we believe that each child should have the opportunity to attend at least once in their life! Camp is a place for young people to take a break from busy schedules and pressing demands. It's a place that allows them to focus on their personal learning and growth.

Campers at Frontier Lodge learn resilience when their plans don't succeed. They're encouraged to get back up and try again. They feel more confident, having tried new things and learned new skills. Campers will learn about friendship; gaining a better understanding of unity, empathy, compassion, compromise, and learning how to lovingly disagree. Frontier Lodge is a place to let loose and have fun, and it's also a place where children will hear the Gospel message in a way in which they can relate and discuss the implications it has in their lives. It's a place where children will be valued, listened to, encouraged, and loved beyond measure. By the end of the week they won't want to leave!

KEY RESPONSIBILITIES

Board Liaison

- Attend board meetings to report and advise the board on key areas such as budget, finances, planning, programming, policies, staffing, maintenance, and capital improvements.
- Together with the board, develop and implement the strategic plan including the plans for new facilities or programs.
- Provide information and advice to assist the board in its strategic decision-making.
- Implement and communicate board policies to staff and key constituents.
- Develop annual goals and objectives for the camp in collaboration with the board.



Management and Administration

- Manage, train, develop, and provide direction to staff to ensure the smooth operation of the camp including both day camp and overnight camp.
- Oversee recruitment of new staff for leadership, administration, and ministry positions.





- Ensure the development and implementation of adequate operational systems, procedures, and controls for the organization.
- Develop policies and procedures for the safe, effective, and harmonious operation of the camp. Monitor and ensure compliance with all policies and procedures.
- Provide leadership, direction, encouragement, and training to the department heads in order to facilitate their operations.
- Provide overall vision and leadership for the programs; maintaining their relevance and effectiveness in accordance with the mission of the camp.
- Manage the annual budget. Work with the board treasurer to both develop and ensure proper stewardship of the budget; ensuring that proper records are kept of all financial transactions.
- Act as a direct contact with campers, donors, and sponsors.



Fundraising, Development, and Communications

- Develop and manage communications strategies and approaches with key constituency groups.
- Ensure that Frontier Lodge maintains a high profile within the community; especially with groups who share a common interest with the camp.



- Work in conjunction with the board in preparing strategies for promotion and fundraising.
- Engage strategically in activities that expand the financial capacity of the organization including donor meetings, public speaking engagements, and events.
- Maintain and grow the current donor base and, through regular communication and personal contact, seek prayer and financial support for the organization.



Spiritual and Personal Development

- Spend time in spiritual reflection and development daily.
- Pray for and with staff, the board, donors, and community partners of the camp.
- Provide Christian counseling and teaching for staff.
- Run leadership training programs to ensure staff are prepared to lead both at camp and in their home churches.
- Maintain and communicate a Christian code of conduct that all staff adhere to.
- Participate in training and development courses, conferences, and workshops, as approved by the board.



QUALIFICATIONS

- A passion and heart for youth with demonstrated experience in camp or youth ministry.
- An entrepreneurial leader with a mindset and orientation towards growth.
- Proven experience leading teams, and managing, coaching, and mentoring staff.
- Able to network and build relationships with staff, volunteers, donors, and partners.
- Effective communication skills with the ability to exercise a high degree of diplomacy.
- Flexible, adaptable, savvy at managing change, and can work well under pressure.
- Strong organizational skills with the ability to develop and execute strategic plans.
- Relevant experience related to non-profit organizations or a related industry sector.
- Financial management and budgeting experience with significant resources.
- A faith-based leadership style that is collaborative, humble, empowering, and positive.
- Previous fundraising and donor development experience is preferred.
- Bilingual in English and French is an asset, but not required.
- Aligned with and able to model the values of Frontier Lodge.
- In agreement with the Statement of Faith of Frontier Lodge.
- Able to live in a residence provided at the camp on beautiful Lake Wallace.

OUR SEARCH TEAM



jeff@nelsonandkraft.com
647.409.2922

JEFF PITCHFORD LEADING THE SEARCH

Jeff is an accomplished Senior Executive, with over 25 years of leadership experience across the chemical manufacturing and food processing industries. He wears many hats including Business Consultant, Executive Coach, Board Member, Forum Chair and Birkman Certified Professional. Jeff specializes in leadership development and team-based business success. He is passionate about developing leaders and building high performance teams.



keith@nelsonandkraft.com
519.831.5765

KEITH KNIGHT SUPPORTING THE SEARCH

Keith has a long career in leadership development, communications and marketing. Over the past decade he served as Executive Director of the Canadian Christian Business Federation, a national network of Christian business and professional leaders. He inherited a small group of business leaders consisting of seven chapters in southern Ontario and grew the organization into a national network of 70 chapters with a database of 6,500 business and professional leaders, including about 80 Christian non-profits.



ryan@nelsonandkraft.com
416.278.9166

RYAN FERNANDES SUPPORTING THE SEARCH

Ryan brings over 15 years of progressive financial, people and global leadership experience across a broad spectrum of Fortune 500, private equity and private businesses ranging from CPG, automotive, food and beverage, and supplements. Having been both a candidate and a hiring manager with several executive recruiters, Ryan has the perspective to help a client clearly articulate their needs and wants as well as identifying a candidate who will excel in the role.

ESTIMATED SEARCH TIMELINE

While every search is dynamic and time frames are hard to predict, the following is an overview of the expected timeline for this search:

Location: Saint-Herménégilde, QC

Application Deadline: January 31, 2023

Short List Interviews: February 2023

Start Date: Spring 2023

HOW TO APPLY

Please forward a PDF of your resume and cover letter to info@nelsonandkraft.com.

Nelson/Kraft & Associates Inc. is an executive consulting firm that specializes in working with not-for-profits and for-profit businesses across Canada, assisting them in the placement of senior executives and directors.

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Nelson/Kraft & Associates Inc. also welcomes and encourages applications from candidates with disabilities. Accommodations are available on request for candidates taking part in the selection process. If you require disability-related accommodation during the recruitment process, please contact us.