



Opportunity Profile

CHIEF OPERATING OFFICER
THE GREAT COMMISSION FOUNDATION

NELSON/KRAFT
AND ASSOCIATES

EXECUTIVE SUMMARY

The Great Commission Foundation and Friends of The Great Commission (The GC) are seeking a Chief Operating Officer (COO) to serve as the enterprise integrator of the organization. This role is responsible for translating executive strategy into disciplined execution across finance, compliance, systems modernization, and operational infrastructure.

The GC supports Christian ministries across Canada and the United States by providing financial management, compliance oversight, and operational infrastructure that enables ministries to advance their mission with integrity and effectiveness.

The organization currently stewards approximately \$70 million in ministry financial flows annually, operates with an operational budget of approximately \$5 million, and manages roughly \$20 million in treasury-level assets.

As the organization continues to mature institutionally, the COO will play a critical role in strengthening operational integration, financial modeling capability, compliance administration, and systems modernization while improving operational efficiency. The COO reports directly to the President and CEO.



POSITION SUMMARY

The COO functions as the organization's enterprise integrator, ensuring that initiatives are sequenced properly, financial implications are understood, compliance administration is coordinated, and operational systems are strengthened.

The position enables the CEO to focus on strategic leadership, governance, and external relationships while the COO leads the integration and execution of organizational priorities.

Relationship with the CEO

The CEO retains responsibility for:

- Organizational vision and strategy
- Board relations and governance
- Strategic legal oversight
- External partnerships and ministry relationships

The COO assumes responsibility for:

- Organizational integration
- Operational execution
- Initiative sequencing
- Financial modeling and operational planning
- Compliance administration
- Operational systems improvement



OUR STORY

Our ministry consists of a team of skilled professionals that possess pastoral, administrative, and accounting skills and use these talents to serve other ministries in an effort to fulfill the Great Commission of Jesus Christ. The Great Commission Foundation is registered with the Canada Revenue Agency to do charitable work.

Our organization works exclusively with Christians and Christian ministries who serve our organization as agents by fulfilling frontline ministry work. As agents for our organization, they engage in outreach activities and provide onsite personnel either on the mission field or in the area where they are ministering, while our organization provides behind-the-scenes support. By doing so, we serve our agents, who are in turn able to focus on their God given mandate. Our behind-the-scenes support includes administrative, accounting, compliance, and donations management expertise.



OUR VISION

To fulfill the Great Commission by serving those who are sent.

OUR MISSION

Enabling other ministries to fulfill the Great Commission by providing behind-the-scenes services so ministries can focus on providing frontline ministry. We do so by providing administrative, accounting, donor, and compliance expertise.

KEY RESPONSIBILITIES

Enterprise Integration

The COO is responsible for coordinating execution across the organization and ensuring that strategic initiatives are implemented in a disciplined and sustainable manner.

Responsibilities include:

- Integrating cross-functional execution across departments
- Establishing initiative sequencing and prioritization
- Ensuring that organizational capacity is aligned with strategic initiatives
- Supporting executive decision-making with operational and financial analysis
- Strengthening execution discipline across the leadership team



Financial Strategy Integration

The COO plays a key role in translating financial strategy into operational execution.

Responsibilities include:

- Supporting the development of financial strategy in collaboration with the CEO
- Leading long-range financial forecasting and sustainability modeling





- Conducting financial scenario planning tied to major initiatives
- Developing financial models for new service platforms
- Supporting pricing model and revenue model development
- Monitoring financial sustainability indicators and deficit trajectory
- Recommending operational cost normalization strategies

Budget Integration

The budgeting process operates collaboratively between finance, the COO, and the CEO. The finance team prepares the financial framework. The COO integrates operational implications and helps shape the consolidated budget.



Treasury Management

The COO will oversee treasury management and liquidity stewardship for approximately \$20 million in treasury-level assets.

Responsibilities include:

- Monitoring treasury positioning and liquidity management
- Ensuring alignment with board-approved investment policies
- Supporting responsible investment stewardship
- Integrating treasury considerations into operational planning



Compliance Administration

The COO holds responsibility for organizational compliance administration.

Responsibilities include:

- Overseeing operational compliance frameworks
- Ensuring compliance policies are implemented consistently
- Coordinating cross-border compliance structures
- Supervising administrative compliance processes
- Supporting continued maturation of compliance systems



Operational Efficiency and Cost Discipline

A key mandate of the COO is improving operational efficiency.

The GC processes a significant number of ministry-related financial transactions. The COO will work to improve cost efficiency at the transaction level as the organization scales.

Responsibilities include:

- Improving cost-per-transaction efficiency
- Optimizing operational workflows
- Supporting automation adoption
- Streamlining operational processes
- Aligning staffing capacity with operational demand



Systems Modernization

The organization is currently modernizing several operational systems, including financial systems, automation infrastructure, and reporting capabilities.

Responsibilities include:

- Sequencing systems modernization initiatives
- Ensuring modernization efforts release operational capacity
- Integrating automation into operational workflows
- Coordinating systems improvements across departments

Organizational Leadership

The COO will oversee several key operational areas/team members of the organization, including:

- Senior Director of Finance
- Ministry support solutions
- Administrative compliance
- Quality assurance functions
- Legal counsel (operational coordination)
- Treasury oversight
- Human resources and technology oversight may be integrated into the role depending on capability and organizational needs

QUALIFICATIONS

The ideal candidate combines strong financial literacy with operational integration capability and systems thinking.

Requirements

- CPA designation or equivalent financial leadership experience
- Experience with P&L accountability
- Experience operating in organizations with significant financial complexity
- Strong financial modeling and forecasting capability
- Experience working in regulated environments
- Demonstrated ability to translate strategy into operational execution
- Strong operational discipline and follow-through
- Systems and process optimization experience

Marketplace experience is welcomed. Nonprofit experience is not required.

Candidates must also demonstrate strong personal maturity, alignment with the Christian mission of the organization, and the ability to disciple the organization in its Christ-centred orientation.

Leadership Attributes

The ideal candidate will demonstrate:

- Strong operational discipline
- High follow-through and accountability
- Systems thinking capability
- Comfort working in structured regulatory environments
- Ability to enforce prioritization and execution discipline
- Collaborative leadership style
- Strategic financial literacy

OUR SEARCH TEAM



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SHAWN PLUMMER LEADING THE SEARCH

Shawn is a senior executive who, after 22 years in international relief and development, most recently served as President & CEO of Food for the Hungry Canada. With invaluable program and leadership experience, a history of managing large teams, as well serving as a board member himself, Shawn is well equipped to come alongside your organization to ensure you have the right leadership team in place to drive your future success.



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MATT ROBBERSTAD SUPPORTING THE SEARCH

Matt is an accomplished Talent Acquisition Manager with a strong background in the non-profit sector. With over a decade of leadership experience in recruitment and retention, he has a proven record of success. Matt has effectively managed end-to-end recruitment processes for a wide range of positions at Christian Horizons, a major faith-based developmental service organization in Canada. His extensive expertise in recruitment and selection enables him to identify the ideal candidates for various organizational roles.



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ALEXA KROEKER SUPPORTING THE SEARCH

Alexa brings experience in executive and board assistance, and will take care of all your marketing and advertising needs. Beginning with the kickoff meeting, Alexa will listen for the nuances of your ideal leader to incorporate in our promotional material designed to attract the best candidates. After adding visual interest to your job description, Alexa will advertise your search broadly, targeting the best and most efficient markets for your particular search.

ESTIMATED SEARCH TIMELINE

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

Location: in-office in Abbotsford, BC or St. Catharines, ON (preferred), or remote in Canada

Application Deadline: April 27, 2026

Short List Interviews: May 2026

Salary Range: \$170,000 - \$185,000

This position is currently available

HOW TO APPLY

Apply online at nelsonandkraft.com/jobs with your cover letter and resume. You must be eligible to work in Canada.

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.

Nelson/Kraft & Associates Inc. welcomes and encourages all interested applicants to apply for this position and is committed to the principles of diversity and inclusion in its hiring practices, and will only make distinctions among interested applicants in accordance with the applicable Human Rights legislation.

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.