

## **OPPORTUNITY BRIEF**



### **Chief Executive Officer**

**BFM Foundation (Canada)** is a volunteer-driven, non-denominational Christian organization whose passion and mission is to make the living, life-giving, life-changing Word of God accessible to people everywhere. Through the vehicle of 50 **Mission Thrift Stores**, they turn donated garments and small home goods into cash by reselling them to cost-conscious individuals, thus keeping them out of our landfill. The recent net revenue of approximately \$9.7 million is then poured into literacy programs, church plant training, children's ministry programs, and Bible distribution in over 40 countries through their Joint Ministry Agreement with Bible League Canada.

With the retirement of their current Chief Executive Officer (CEO), they need an energetic, dedicated and experienced senior professional to take the reigns of this eco-friendly, world-impacting organization currently generating annual sales of over \$26 million. Reporting to the Board of Directors, the CEO will act as the primary driver in strategic plan development and execution, work with the Executive Team to ensure sustainable, continuous growth, and represent the organization and its related entities to both internal and external stakeholders, and interested parties.

The CEO will work out of their newly established head office in London, ON, and is expected to travel for approximately 25% of his or her time.

### **Key Responsibilities**

- Acts as the agent of the Board.
- Provides information, support and assistance to the Board.
- Recommends policies and strategies to the Board.
- Responsible for the day-to-day operations of the organization.
- Provides progressive, visionary executive leadership.
- Ensures development of strategic plans, operational goals, and budgets.
- Maintains sound human resource practices and internal controls.
- Develops and maintains a sense of team throughout the organization.
- Monitors activities of staff.
- Works with other agencies and providers.
- Oversees the expansion of an average of two new Thrift Stores per year.
- Prepares the Annual Mission Thrift Stores Conference each year.
- Liaises regularly with individual Mission Thrift Stores and their Boards of Directors to provide advice as able or seeks out individuals, consultants or firms who can provide the appropriate advice.
- Acts as the primary spokesperson in promoting the goodwill of the organization.
- Maintains the Joint Ministry Agreement relationship at an excellent level with the President of the Bible League of Canada.

### **Qualifications**

- Bachelor's Degree in Business Administration or MBA (preferred).
- Excellent people skills with experience collaborating in a multi-disciplinary, diverse and dynamic team.

- Experience in working effectively with a Board of Directors.
- Demonstrated experience in senior management on a national level.
- Experience in real estate development and acquisition would be an asset.
- Demonstrated resourcefulness in setting priorities, proposing new ways of creating efficiencies, and guiding investment in people and systems.
- Flexible, a self-starter, and able to multi-task.
- Personal qualities of integrity, credibility and a commitment to the mission of BFM.
- Experience in dealing with a not-for-profit volunteer-based organization would be an asset.
- A criminal records check will be required for the successful candidate.

#### **Required Values and Attributes to be Maintained**

- Follower of Jesus Christ who wholeheartedly subscribes to BFM's Statement of Faith and Lifestyle and Morality Policy documents
- In fulfilling your responsibilities, incumbent may be required to pray for and minister to people who contact BFM either in person, or by phone or other electronic communication
- A love for Bible-based ministry in Canada and around the world
- Cultural, economic and environmental sensitivity
- Honesty – integrity and ethical behaviour at all times
- Respect – treatment of all people with dignity at all times
- Innovation – encouragement of creativity in all endeavours
- Stewardship – effective use of God-given resources (people, property and monetary)
- Teamwork – working effectively and efficiently together with others to achieve common goals and objectives
- Church membership – an active member in their local Christian church
- Relational – ability to build a strong relational team and to relate well with people at all levels within and outside of the organization
- Servant Leader – to be a servant first toward all others
- Integrity – capability to be completely honest and forthright in all dealings within and outside of the organization
- Communicator – ability to communicate well in both written and verbal format

If you are passionate both about world conservation and fostering changed lives of men, women and children worldwide through the Word of God then we want to hear from you.

Further information on the BFM Foundation and Mission Thrift Store can be found at: <http://missionthriftstore.com>

#### **Contact Us**

If you, or someone you know, would like to begin a confidential conversation about this opportunity or to receive a more detailed Position Profile, please contact:

**Candace Bishop, Research Assistant, at [cbishop@hutchgroup.com](mailto:cbishop@hutchgroup.com)**

#### **About Us**

**Hutchinson Group Inc.** is an Executive Search firm specializing in the recruitment of executive management and fundraising personnel in the charitable sectors. With associates in Vancouver, Toronto and Ottawa, we work with a diverse group of not-for-profit organizations.