



# Opportunity Profile

EXECUTIVE DIRECTOR  
LIVING BIBLE EXPLORERS

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NELSON/KRAFT  
AND ASSOCIATES

# EXECUTIVE SUMMARY

Living Bible Explorers (LBE) is searching for an operationally gifted leader with a visionary mindset to lead the team as Executive Director.

The Executive Director of LBE loves children and youth ministry and has a passion for the spiritual growth and discipleship of children, teens, and families. Reporting to the LBE Board, the Executive Director provides visionary leadership to the organization in the areas of strategy, mission growth, team management, and operational excellence while modelling relationship building and a servant heart.

The Executive Director is responsible for developing and directing the overall ministry of LBE. A first-year priority of the Executive Director is to lead a strategic planning process together with the board, program directors and other key staff. The Executive Director is growth oriented, with an appreciation for the operational requirements to provide exceptional, cost effective, and safe ministries for children and youth in an inner-city multicultural context.

If you are passionate about working in a multicultural environment, and have convictions that enthusiastically align with the values of LBE, we would love to hear from you!





# OUR STORY

Living Bible Explorers began in the spring of 1969 as the Simcoe Boys Club. It met in the West End home of 23-year-old George Bock. Four boys attended. George asked God to send someone to share the love of Jesus with kids on his street. The "someone" prayed for turned out to be George himself.

By the fall of that first year, so many boys were coming to the club that additional help was needed. Along came George Walker to fill the gap. That same fall, the first girls club was started in an old Safeway building, and the ministry changed its name to Living Bible Explorers.

Today, the Living Bible Explorers Ministry Center is located in a renovated church at 600 Burnell Street. Over the years, LBE's ministries have evolved to include weekly programs for Grades 1-12, the Explore! Wilderness Adventure program, Lunch Club, Homework Club, Summer Adventures programs, and Explorers Bible Camp. God continues to call individuals to serve as both staff and volunteers, and the work of LBE continues to reach children, youth, and families in Winnipeg's inner city with the Good News of Jesus.





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## OUR MISSION

Living Bible Explorers (LBE) is a non-denominational Christian charity that is committed to helping children, youth, and their families become productive, responsible, and spiritually mature individuals. This will be accomplished through building of relationships between individuals and LBE's staff and volunteers within a safe environment and programs, and through sharing God's love through life witness and the gospel of Jesus Christ.

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## OUR VISION

Living Bible Explorers exists so that the children, youth, and families that we work with would come to know the Lord Jesus Christ, and be in His presence when He returns. This is our joy.

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## OUR VALUES

To provide a regular place where we invite children, youth, and their families in the core areas of the City of Winnipeg, to be passionate followers of Jesus.

To evangelize and disciple children and their families who live in the core areas of the City of Winnipeg.

To establish and direct programs and activities that will achieve these purposes.



# KEY RESPONSIBILITIES

- Encourage and facilitate professional and spiritual growth and development of all members of the LBE staff, and create a positive work culture.
- Recruit, hire, develop, and coach a strong team within a sustainable organizational structure that keeps up with the growth of the ministry and ensures the right values, talent, skills, experience, and organizational capacity are in place.
- Serve as the “face” of the organization, positively representing LBE to churches, charities, businesses, individuals, government representatives, staff, volunteers, and the LBE donor base.
- Model a collaborative and authentic leadership style to all staff, volunteers, donors, and participants engaged in LBE activities, demonstrating integrity and accountability both professionally and personally.
- Demonstrate passion for the role and the mission of LBE and for those it serves.
- Report regularly to the LBE Board on the organization's progress and overall health, including threats and opportunities, that may affect or improve its ability to meet strategic and operational objectives.



- Ensure all legal, CRA, and compliance requirements of LBE as a charitable organization are met. Mitigate risks by ensuring required policies and practices are in place, communicated, and applied.
- Develop and manage the organization's budget and finances, and ensure LBE is consistently operating within its means.
- Develop a systematic donor relationship strategy/program for LBE's existing and future donor base. Actively build connections with organizations, individuals, businesses, non-profits, charities, and churches to identify potential supporters for LBE.
- Ensure that excellent communication and cooperation is maintained between LBE's main office, camp property, and across staff and volunteers.
- Provide overall strategic leadership for the organization; facilitate the implementation of the strategic plan as approved by the board.
- Identify and engage fruitful networks, associations, and organizations to further LBE's awareness and grow its profile and reputation. This includes overseeing the direction of the maintenance and update of the LBE website.
- Foster and maintain a constructive and harmonious relationship with the board, senior leaders, and valuable volunteers based on mutual trust, respect, honesty, and openness.



# CORE COMPETENCIES



- Passion for the spiritual development of children and youth (and their families).
- Highly relational, collaborative Christian leader who is reliant on God.
- High emotional intelligence – people aware and a good listener.
- Organizational leadership skills – able to manage staff and volunteers, develop policies and procedures, ensure compliance with legal and regulatory requirements, provide strategic guidance and effective board relations, etc.
- Able to network and lead public relations and fundraising efforts with the ability to ask for funding.
- Able to maintain and grow strategic partnerships.
- Visionary communicator – skilled in public speaking and storytelling.
- Humble in serving a small organization with the desire to learn from the West End community.
- Strong financial acumen and able to oversee the financial management of the organization.

# QUALIFICATIONS

- In agreement with the Statement of Faith and Code of Conduct of LBE and aligned with the mission, vision, and purpose of the organization.
- Servant leader and sociable with a positive attitude that cultivates a warm and encouraging team culture.
- Background in inner city work and an understanding of indigenous relations, an asset.
- Senior leadership/management experience.
- Not-for-profit sector experience, preferred.
- University degree in a relevant field such as Christian ministry leadership, social work, and/or education, preferred.
- Demonstrated experience in organizational development with measurable results. Highly motivated toward achievement and surpassing prior goals.
- Experience in organizational process, having worked or been exposed to the administrative and accounting functions of an organization.
- Previous experience facilitating the development and implementation of a strategic plan.
- Able and willing to travel outside of the city to oversee ministries and donor development.
- Experience reporting to and collaborating with an engaged board, preferred.



# OUR SEARCH TEAM



[shawn@nelsonandkraft.com](mailto:shawn@nelsonandkraft.com)  
604.614.2665

## **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. His career has led to deep relationships and respect within his broad network of non-profits and businesses globally and across 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.



[mark@nelsonandkraft.com](mailto:mark@nelsonandkraft.com)  
778.982.4427

## **MARK KRAFT** SUPPORTING THE SEARCH

Mark is a trusted and sought-after executive search leader, with over 20 years of combined experience in the public and private sectors. Bringing a deep level of care and commitment to his clients, Mark has successfully led over 100 executive talent searches across Canada, for roles ranging from CEO to CFO, to COO. With his breadth and depth of experience, Mark has become a respected advisor and go-to expert for non-profit, charity, and faith-based organizations looking to source top executive talent.

# 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:** Winnipeg, MB

**Application Deadline:** November 30, 2023

**Short List Interviews:** January 2024

**Start Date:** TBD

## HOW TO APPLY

**Please forward a PDF of your resume and cover letter to [info@nelsonandkraft.com](mailto:info@nelsonandkraft.com).  
Include "LBE - Executive Director" in the subject line.**

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.