



# Opportunity Profile

EXECUTIVE DIRECTOR  
INTERNATIONAL CHINA CONCERN CANADA

# EXECUTIVE SUMMARY

International China Concern (ICC) is a Christian charitable organization that serves children with disabilities, enabling them to live fulfilling lives in a welcoming society that accepts and respects them. Their mission is to ensure every child with a disability in China is embraced by love, fueled by hope, and empowered with life-changing opportunity. Their care and services help every child not just to survive, but thrive.

ICC is currently looking to fill the position of Executive Director to lead their Canadian national office headquartered in Vancouver, BC with a satellite office located in Toronto, ON. The role of the Executive Director is to provide overall leadership to the ICC Canada office and be accountable for the overall performance of the organization. The desirable qualities that they seek in the successful candidate include the following:

- Effective networker and relationship builder – both externally and internally
- An effective communicator in front of large audiences and with individuals
- Experience working with non-profit agencies in acquiring new donors and managing donor networks and systems that foster continued giving
- A strategic thinker who is able to operationalize creative solutions

Join us to bring love, hope, and opportunity to children with special needs.



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# OUR STORY

## From a Single Act of Compassion

In 1993, a newborn girl was abandoned and brought to a Chinese orphanage. Believing that a single act of compassion could make a difference, David Gotts rushed the baby, whom he called Rose, to a nearby hospital for treatment. She died later that night.

Rose lived less than 24 hours, but her short life touched David's heart and inspired a commitment to compassion and care. Reflecting on the squalor he'd witnessed at the orphanage, David's life was forever changed: "These precious children were no longer nameless, faceless babies. To me, each one became as Rose had been: a sacred life to be fought for."

## ICC Begins

International China Concern was founded later that same year.

Driven by a desire to share God's love with all children in China with disabilities – ICC opened China's first therapy and education-focused care centre. Praised by the Chinese government and other non-profits across the country, ICC's revolutionary approach has made a deep and lasting impact on the care of children with disabilities.

The powerful story of baby Rose and ICC's work to support children with disabilities in China is at the core of the book – "China's Oasis: Love, hope, and opportunity for the hidden children of China."



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## OUR MISSION

Our mission is to ensure every child with a disability in China is embraced by love, fueled by hope, and empowered with life-changing opportunity. Our care and services help every child not just survive, but thrive.

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## OUR VISION

Our vision is to see all children with a disability live fulfilling lives in a welcoming society that accepts and respects them.

**As China continues to evolve economically and socially, ICC is keeping pace to meet today's needs and anticipate tomorrow's opportunities. We envision a future serving tens of thousands of children with disabilities and their families, while overcoming prejudice in the communities in which they live.**

# KEY RESPONSIBILITIES

## Donor Acquisition and Management

- Ensure the consistent acquisition of new donors for the organization.
- Strengthen ICC Canada's network of donors, made up of individual donors, church partners, major donors, and corporate supporters.
- Working with the Chief Executive Officer of ICC International, design the overall development strategy for ICC Canada.
- Work with the local development team in developing creative campaigns and events to engage with distinct groups of supporters.
- Engage strategically in activities that expand the financial capacity of the organization, including attending donor meetings and fundraising events, insight trips, and publicly speaking at engagements.
- Cultivate and engage with ICC's major donors and the Canada Corporate Sponsorship Program.
- Research network opportunities with like-minded agencies/organizations.





## Organizational Leadership

- Develop a comprehensive organizational strategy for team building, coaching, personal development, and staff care.
- Hold the staff team accountable to performance related outcomes in line with the Strategic Plan of the organization, through a process of regular feedback and annual performance evaluations.
- Oversee the recruitment, development, evaluation, and discipline of all staff and volunteers.
- Ensure effective monitoring, evaluation, and reporting on all organizational initiatives.
- Network with other relevant ICC national and international representatives on initiatives, development opportunities, and the development of the Strategic Plan.
- Ensure the development and implementation of adequate operational systems, procedures, and controls for the organization.
- Ensure all legal requirements of ICC Canada as a charitable organization are met.
- Act as the highest official representative of the organization.
- As the Executive Director, commit to working with the team of staff on a consensus model, but in the event the team cannot come to an agreement on a significant issue, serve as the final decision maker.

## Liaising with the ICC Canada Board of Directors

- Support the ICC Canada Board of Directors and Board Chair in the ongoing advancement of the ICC Canada Strategic Plan, specific to the Canadian locality while ensuring the organization stays true to the mission, vision, and goals of ICC International.
- Work with the staff to develop and recommend to the ICC Canada Board of Directors the annual action plan and associated operating budget.
- Advise the ICC Canada Board of Directors regarding planning, policies, programs, finances, public relations, and other related matters.
- Implement decisions approved by the ICC Canada Board of Directors.
- Provide accurate and timely reporting to assist the ICC Canada Board of Directors to protect and direct the organization.
- Attend and support all board meetings as required by the ICC Canada Board or Directors and facilitate board meetings as delegated by the Board Chair.
- Act as a non-voting member of ICC Canada and any committee of ICC Canada, as required.



# QUALIFICATIONS

- A bachelor's degree in a related field.
- At least 3 years' experience in donor management and operations leading a similarly sized or larger charity.
- Experience working with non-profit agencies in acquiring new donors and managing donor networks and systems that foster continued giving.
- Agreement with the ICC Canada Statement of Faith.
- Able to travel within Canada and internationally.
- Effective at networking and relationship building, both internally and externally.
- Command of the Chinese language (Mandarin and/or Cantonese), an asset.



# OUR SEARCH TEAM



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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.



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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.

# OUR SEARCH TEAM CONTINUED



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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. Additionally, Matt is well-versed in employee relations, engagement, and human resources, making him a valuable consultant. Through a ministry-minded focus, and commitment to responsiveness, he aims to serve his stakeholders with excellence as an Associate.



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## **ALEXA KROEKER** SUPPORTING THE SEARCH

With extensive experience in executive and board assistance, Alexa combines her recruitment expertise with a keen understanding of organizational needs to build high-performing teams. She's adept at crafting compelling job descriptions and leveraging targeted advertising strategies to attract the best candidates for your organization. From the initial kickoff meeting, Alexa listens attentively to understand the nuances of your ideal candidate, ensuring a tailored and effective recruitment approach. Committed to excellence, Alexa is your go-to partner for successful talent acquisition, driving your organization towards greater success.

# 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:** Burnaby, BC

**Application Deadline:** October 4, 2024

**Short List Interviews:** November 2024

**Start Date:** TBD

**Salary Range:** \$100,000 - \$125,000

## HOW TO APPLY

Apply online at [nelsonandkraft.com/jobs](https://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.