



# Opportunity Profile

HUMAN RESOURCE DIRECTOR  
POWER TO CHANGE

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NELSON/KRAFT  
AND ASSOCIATES

# EXECUTIVE SUMMARY

Power to Change (P2C) is searching for a relational HR leader with a passion for developing people to join their team as Human Resource Director.

P2C's Human Resource Director serves on the People & Culture Leadership Team and provides overall leadership and strategic direction to the HR and Payroll teams within the People & Culture Department. The HR Director will ensure the HR team serves as a strategic partner to P2C ministries. The team designs, develops, implements, and maintains a broad array of HR processes. These include onboarding new staff, helping to educate, train and resource staff, and providing strategic HR expertise. The HR Director works collaboratively with other members of the People & Culture Leadership Team, the whole People & Culture department, and P2C Central Services.

If you are a seasoned HR leader who is passionate about the ministries of P2C, and has a successful track record with non-profit experience, we would love to connect with you!





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# WHO WE ARE

Our work began in 1967 as Campus Crusade for Christ on university campuses across Canada. Today, we have grown into a family made up of 10 ministries and 1 humanitarian partner. We reach diplomats, athletes, families, vulnerable populations, and more with the life-changing news of Jesus.

We are dedicated to showing Jesus' love to people across Canada and around the world, proclaiming His name and introducing people to His forgiveness and grace. And we are seeing lives change every day.

In 2022, more than 37,000 people decided to follow Christ through Power to Change's ministries.

Power to Change's ministries include:

- Athletes in Action
- Christian Embassy
- Connecting Streams
- DRIME
- FamilyLife
- LeaderImpact
- P2C – Students
- The JESUS Film Church Planting Strategy
- Digital Strategies



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## OUR MISSION

To help people know Jesus and experience His power to change the world.

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## FUNDING

This position includes Ministry Partner Development (MPD). MPD is building a partnership team which provides financial and prayer support for the ministry. The financial support will cover the costs of the employee's salary and ministry expenses. Power to Change is committed to providing training and coaching to ensure success in MPD.

# KEY RESPONSIBILITIES

In this role, you will be responsible to achieve objectives in the following key areas of responsibility:

## Team Leadership

- Oversee HR staff.
- Ensure staff are developed holistically and growing in their roles while fostering a strong teamwork culture.
- Ensure effective use of resources and cross training of roles within the HR and Payroll teams.
- Ensure capacity issues are identified and addressed.
- Provide oversight to Payroll and Benefits staff and administration.





### Providing HR Expertise

- Wisely engage a team of internal and external experts (HR lawyer, compensation specialists, CCCC, etc.) to ensure the organization stays current and anticipates changes in law, culture, and HR trends (i.e. compensation, technology, talent acquisition, and retention).
- Confirm that staff salary structure and bands set for P2C are updated annually with key market trends within the non-profit sector.



### Compliance & Policies

- Annually review and update P2C policy and/or procedures.
- Oversee an annual operating budget for HR and Payroll. Authorize, approve, and monitor budget expenditures.
- Ensure HR processes and procedures are compliant with federal and provincial laws, and follow best practices.
- Ensure data management is compliant with HR guidelines.



### Training & Equipping P2C Staff

- Certify that leaders are educated and equipped with the resources needed to effectively lead/supervise others as it relates to HR policies and best practices.
- Provide up to date training for all staff in areas such as bullying and harassment, workplace safety, investigations, etc.
- Ensure the Knowledge Library is up to date with HR information, procedures, and policies.

# ABOUT YOU

- You have a passion for Christian nonprofit leadership, its organizational effectiveness, and the spiritual value it has on the lives of people. You thrive in the dynamic atmosphere of a multi-ministry organization.
- You are an effective written and verbal communicator.
- You are a critical thinker; able to use deductive and inductive reasoning.
- You are able to effectively triage and multitask large projects or initiatives.
- You are familiar with adult learning principles related to curriculum design and development.
- You are respectful of confidentiality.
- You are able to work with people at any level in the organization.

# EDUCATION & EXPERIENCE

- CHRP designation.
- Bachelor's degree in HR management or a related field of study, or equivalent experience and training.
- Minimum ten years' experience in HR, including a minimum of four years' experience in a senior leadership role.
- Extensive knowledge of employment, labour, and human rights legislation.
- Extensive experience and knowledge of all HR functions and best practices such as compensation, job evaluation, recruitment, labour relations, organizational development, occupational health and safety, wellness, and talent management.
- Strong leadership skills, organizational awareness, collaboration skills, and sound decision-making abilities on a diverse and complex variety of HR matters.
- Demonstrated understanding and commitment to reconciliation, equity, diversity, and inclusion.



# 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. 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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## **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 and details for this search:

**Location:** Abbotsford, BC

**Application Deadline:** open until a suitable candidate is found

**Start Date:** TBD

**Salary Range:** \$80,000 - \$90,000

## 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.