



Opportunity Profile

EXECUTIVE DIRECTOR
JOSHUA HOUSE RECOVERY MINISTRIES

NELSON/KRAFT
AND ASSOCIATES

EXECUTIVE SUMMARY

Joshua House Recovery Ministries is seeking a seasoned leader who is ready to tackle their next leadership challenge by helping transform the lives of men experiencing all forms of addiction.

Building on its twenty-year history, the Executive Director will provide vision, strategic direction and operational leadership to this faith-based, complex, multi-site organization. The Executive Director reports directly to the Joshua House Board of Directors and will collaborate with the board to ensure organizational effectiveness, excellence in service delivery and support of clients, and will take ownership in revitalizing this organization towards financial health and sustainability.

The Executive Director will bring a proven track record in fund development and will put a special emphasis on strengthening the brand, reputation and relationship building with key stakeholders, including high-net-worth donors, volunteers, partners and community members.

The Executive Director establishes and sustains a healthy workplace culture that facilitates the motivation and empowerment of others, mentors and develops organizational leaders and optimizes operations based on the current best-practices of a faith-based recovery ministry.

If you are aligned with Joshua Houses' vision, mission and values, are entrepreneurial, creative and have a heart and passion to see the lives of men transformed from addiction to recovery, we would love to connect with you.



WHO WE ARE

Joshua House is a faith-based program for men suffering from drug and alcohol addictions by offering each person a new start in life through our residential recovery program. We are a Christian, non-profit charitable organization that manages multiple recovery properties between Chilliwack and Abbotsford with a transitional program of care.

The Creek, located near Chilliwack, BC, is our primary location. This beautiful mountain range property is situated in a remote, scenically beautiful spot situated on 32 acres. This is the beginning place for every man who is admitted to the Joshua House program and houses up to 48 men. This remote program property is an ideal place for the first, and often most difficult, days of early recovery.

After completing Phase One of the program at The Creek, clients have the opportunity to transition to one of 8 houses we operate throughout the city of Abbotsford, BC. Involvement in community, giving back, church membership and outside meetings are mandatory, and accountability is paramount.

THE JOB



POSITION SUMMARY

Reporting to the Joshua House Board of Directors, the Executive Director of Joshua House Recovery Ministries is the primary executive leader of the ministry, and is responsible for helping shape and deliver strategic imperatives for the organization and its multi-geo operations. The Executive Director has primary responsibility for the organization's fund development, financial management, human resources and all operational matters to best fulfill its mission.

Time use: 70% fund development, 20% program operations, 10% administrative.

KEY RESPONSIBILITIES

- Manage and supervise managers, including hiring, training and performance management.
- Lead and develop a fund development strategy to help fully sustain operations long-term.
- Build and maintain relationships with key stakeholders, including key donors, volunteers, partners and community members.
- Optimize operations based on the current best-practices of a faith-based recovery ministry.
- Manage the organization's budget and financial resources collaboratively with the board treasurer, including financial planning, reporting and analysis.
- Develop and implement comprehensive policies and procedures to ensure compliance with all relevant laws, regulations and best practices.
- Collaborate with the board of directors, board committees and other external organization leaders and/or advisors to develop and implement strategic plans.
- Stay informed about trends and developments in the non-profit sector and make recommendations to the board regarding operational or strategic improvements.



QUALIFICATIONS

- 10+ years of professional experience in operations and management.
- Proven experience in revenue development strategies, including fundraising strategies.
- Able to wholeheartedly affirm Joshua House's vision, values and purpose.
- Must be a strategic thinker who understands how operations and finances support the broader mission of the organization.
- Experience in nonprofit management; experience with government contracts, an asset.
- Strong public speaking, written and verbal communication skills.
- Experience in overseeing and developing a multi-site organization, an asset.

OUR SEARCH TEAM



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
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 and details for this search:

Location: Abbotsford, BC and Chilliwack, BC

Application Deadline: March 17, 2025

Short List Interviews: April 2025

Start Date: TBD

Salary Range: \$110,000 - \$125,000

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.