



POSITION PROFILE

# Executive Director

## Amici Children's Camp Charity (Amici)

**PHIC**  
PRESTON HUMAN CAPITAL GROUP



## Position Overview



<b>Organization:</b>	<a href="#">Amici Children's Camp Charity (Amici)</a>
<b>Title:</b>	Executive Director
<b>Reports To:</b>	Board of Directors
<b>Team:</b>	Five total, two direct
<b>Location:</b>	1103-1 St. Clair Avenue West, Toronto, ON. 3x a week in the office.
<b>Compensation:</b>	\$150,000 - \$175,000 plus comprehensive benefits and vacation. Compensation will be determined commensurate with experience.
<b>Use of AI:</b>	Artificial intelligence is not currently used to screen, assess or select applicants at any stage of the hiring process.

## Is This You?



You understand the transformative experience that is overnight summer camp. You would be energized to lead a committed staff team and Board to grow the revenue and profile of an organization whose goal is to give children in financial need the chance to discover their full potential through multi-year experiences at overnight summer camps in Ontario.

You are an excellent fundraiser and consider yourself a generalist. You have experience diversifying and growing revenue and you are a natural born relationship builder. You build trust and rapport through your direct and warm style. You are comfortable being visible - being the spokesperson or 'face' of an organization energizes you.

You possess a high degree of professional polish and maturity. Senior volunteers gravitate towards you because you manage them efficiently, effectively, and with respect and care. You are a well known and respected professional and aren't bashful when it comes to working your network to positively affect the growth of the organization which you represent. You understand Board Governance because you've

(ideally) reported to a Board of Directors or have sat on a board yourself. Does this sound like you? If so, please read on...

## **The Organization**



It all started in 1966, when a few teenage campers from Kilcoo Camp saved up enough money over two summers to pay for one young boy to have his first camp experience. Over time they began to support a few more camping experiences each year. Amici Children's Camp Charity's founders believed that camp had the power to unlock a child's potential and that children had a chance to become leaders thanks to the power of camp.

Summer camp is more necessary than ever before. Today's youth are navigating increasing pressures related to social media and screen time. Overnight summer camp may very well be the last technology-free space for children. Research highlights the powerful and lasting benefits that time away from screens can have on young people's development and well-being. At camp, children are free from the invisible strings of online pressures. They are free to explore, to grow, to be themselves, to lead, and to fail without fear.

As more donors and believers in the power of camp have come on board, Amici has grown, supporting 352 campers in 2025 and recently welcoming its 50th partner camp.

Amici's mission is to foster personal growth and life-long skills in children with financial need through multi-year access to the unique environment of overnight summer camp. This mission is supported by partner camps throughout Ontario, volunteers, and generous donors, including individuals, corporations and foundations.

Amici is not just growing — it is evolving. It is becoming more inclusive, more impactful, and more deeply connected to their community.

The road ahead is filled with new opportunities to expand their reach, strengthen their partnerships, and ensure that every child who wants to go to summer camp can do so no matter what their circumstances.

This is where you come in.

## **The Position**



The outgoing and long-serving Executive Director of Amici is retiring. We are seeking the organization's next Executive Director who will serve as the chief executive of Amici and, in partnership with the Board, will be responsible for the continued growth and impact of the organization.

The Executive Director will be a relationship builder and committed team leader and will have demonstrated experience growing an organization's impact. They'll be a fundraiser, with expertise in major gift philanthropy and will have deep experience working with individuals, corporations and foundations. Our candidate will have experience in visioning and operationalizing strategic plans and will possess a genuine appreciation for the transformative power of summer camp, ideally with familiarity with the Ontario Camps Association and/or Amici's partner camps.

Ideally, 12 months into the role, the next Executive Director will have (in partnership with the Board) authored a refreshed strategic plan, which will be grounded in outcomes, and they will be measuring and reporting back on the milestones and successes. They'll have maintained and built upon the engagement of staff and volunteer teams, valuing the experience and institutional knowledge of long-serving team members and volunteers, and serving as a supportive mentor who fosters growth while keeping the organization aligned with its goals. Revenue diversification will have been a continued focus and growth realized. They will have worked to implement systems and technologies that contribute to optimizing operational efficiencies. Together, the Board and Executive Director will smoothly work to ensure Amici's relevance to the community, the accomplishment of Amici's mission and vision, and the accountability of Amici to its diverse constituents. Above all, the Executive Director will ensure Amici's continued impact and will send more children to camp for longer stays in Summer 2027.

## **Key Accountabilities**



### **Team Management and Administration**

- Provides overall leadership and operational oversight of Amici, ensuring a smoothly functioning, efficient, and mission-aligned organization.
- Assures program quality and organizational stability through development and implementation of appropriate standards and controls, systems and procedures, and regular evaluation.

- Fosters a positive, inclusive, and collaborative work environment that recruits, empowers and develops high-performing staff and volunteers, with a strong emphasis on mentorship and professional growth.
- Oversees talent management processes including recruitment, performance evaluation, leadership development, and succession planning.
- Ensures compliance with all applicable legal, regulatory, and governance requirements and proactively identifies and mitigates organizational risks.

### **Community Relations**

- Strengthens Amici's integration into the fabric of the community through strategic communications, brand stewardship, and visible leadership.
- Builds and sustains strong relationships with clients, volunteers, donors, partner camps, and community stakeholders to deepen engagement and expand Amici's impact.
- Serves as spokesperson and ambassador for Amici, representing the organization authentically and credibly within the camp and charitable sectors, including active engagement with the Ontario Camps Association and Amici's partner camps.
- Monitors community trends and emerging needs to ensure Amici remains relevant, responsive, and mission-aligned.

### **Board Reporting & Governance**

- Partners with the Board to clarify and uphold governance best practices, including clearly defined roles and accountabilities for the Board and its committees.
- Works closely with the Chair to support effective governance processes, foster strong Board-management relationships, and ensure appropriate distinction between governance and operations.
- Provides timely, accurate, and transparent reporting on organizational performance, financial health, risk, and strategic progress to enable informed decision-making.
- In partnership with the Chair, focuses Board attention on long-range strategic issues and emerging opportunities and risks.
- Supports the Board in fulfilling its fiduciary and policy-setting responsibilities, including due diligence, ethical oversight, and regulatory compliance.
- Recommends and supports volunteer leadership for Board and committee services, contributing to thoughtful succession planning and ongoing Board development.
- Participates in an annual performance evaluation process and works with the Board to establish clear goals and accountability measures.

### **Mission Oversight, Policy and Planning**

- Partners with the Board to clarify and advance Amici's values, mission, vision, and short- and long-term strategic goals.
- Helps the Board monitor and evaluate Amici's relevancy to the community, its effectiveness, and its results.
- Provides the Board with timely, accurate, and transparent information regarding Amici's performance, financial sustainability, risks, and key factors influencing the organization.
- Keeps the Board and its committees informed of sector trends, community needs, and issues affecting the camp and charitable landscape to support sound governance and policy development.
- Leads the development and implementation of strategic planning processes and performance measurement frameworks to ensure Amici's continued impact and relevance.

### **Fundraising & Financial Oversight**

- Leads the development and management of the annual budget, ensures sound financial stewardship, and allocates resources strategically to advance organizational priorities. Oversees financial reporting, audit, and risk management to ensure transparency and accountability.
- Serves as the lead fundraiser, championing an effective and diversified fund development strategy that includes major gifts (individual, corporate, foundation), events (including Canoe Heads for Kids), and annual programs.
- Sponsors and champions all fundraising activities.
- Assures the availability of materials to support solicitation.
- Oversees the development and effective use of gift management systems, performance metrics, and reporting tools to support data-informed decision-making and revenue forecasting.
- Builds a strong culture of philanthropy across the organization, guiding and enabling the Board, its fund development committee(s), and individual Board members to participate meaningfully in fundraising efforts.
- Helps the Board and its development committee design, implement and monitor a viable fundraising plan, policies and procedures.
- Ensures that fundraising strategies are aligned with organizational goals and that revenue growth supports the long-term sustainability and impact of Amici.

## The Ideal Candidate



- A Bachelor's Degree with experience in a senior management position, leading and mentoring high-performing teams.
- A seasoned fundraising leader with demonstrated success diversifying and growing revenue across major gifts, corporate, foundation, and event-based strategies.
- A proven relationship builder with expertise developing strong and appropriate relationships with Board, committees, volunteers, experienced staff, donors, partner organizations, and clients.
- Demonstrated experience managing smooth and constructive relationships with executive colleagues, outside agencies, organizations and individuals.
- A thoughtful and collaborative leader who values institutional knowledge, mentors long-standing team members, and fosters a culture of trust, inclusion, and professional growth.
- Strong communications and advocacy skills with diverse audiences, serving as an authentic ambassador for the organization.
- Knowledge of financial management and budgeting, with an understanding of long-term sustainability and accountability.
- Knowledge and expertise leading governance, reporting to the CRA, taxation issues within a registered charity.
- Ability to influence others, including the team, community, donors, sponsors and others.
- Experience reporting to, or serving on, a Board of Directors, with a clear understanding of Board governance, including the ability to proactively identify risks and gaps, develop and recommend mitigations to the Board, and tap into a network with sufficient expertise to ensure strong and ongoing compliance.
- Familiarity with the camp sector and/or youth-serving organizations, with a genuine belief in the transformative power of camp; knowledge of the Ontario Camps Association and/or Amici's partner camps is considered an asset.
- Passion for the mission and a commitment to expanding equitable access to life-changing camp experiences.

## Land Acknowledgement & Commitment to Diversity



Amici Children's Camp Charity recognizes that its work, and the work of its partner camps, take place on traditional Indigenous territories across the province of Ontario.

Amici acknowledges that its office is located on the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples and is now the home to many diverse First Nations, Inuit and Metis peoples.

Amici is committed to the ongoing process of reconciliation. They are working to reflect, learn and unlearn. They recognize that camping in Ontario and across North America is rooted in colonialism, and that many camp traditions have stereotyped and misappropriated Indigenous cultural practices. Amici supports the decision of their partner camps in removing appropriated Indigenous cultural practices and events within their camp culture.

In order to honour the Indigenous history of canoeing, it is crucial to acknowledge the use of the canoe as a tool of colonialism. The canoe was stolen by settlers who took and used canoes to further settlements, occupy land, and perpetuate acts of genocide. Canoes can symbolize colonialism and violence, but for many Indigenous communities they also symbolize resilience and strength. Amici honours the strength and resilience of the Canoe during Amici's Canoe Heads for Kids annual fundraiser.

Amici's mission is to foster personal growth and life-long skills in children and youth with financial need through multi-year access to the unique environment of camp. They believe that all children have the right to discover their full potential, regardless of financial position, through the power of camp. They believe that camp has many positive impacts, including improving teamwork, leadership, confidence and optimism and they acknowledge that those from marginalized communities have been historically excluded from this environment.

Amici has developed their Equity, Diversity and Inclusion (EDI) Charter and Strategic Roadmap. To Amici, EDI means promoting fairness through the acknowledgement of the needs of different individuals and celebrating each person's authentic self. In turn, this promotes an environment where everyone feels they are respected, valued and appreciated for their unique identities. Equity, Diversity and Inclusion will be practiced across the way they work and the services they provide to campers and camper families.

Amici recognizes that they can work with their partner camps to increase representational diversity and create inclusive camping experiences for children from equity-deserving groups. They will strengthen the confidence and trust that new and existing camper families have in the quality and benefits of the camp experience. They will prioritize equitable access to their services, ensuring that their campers represent the wide diversity in Ontario. Implementing this strategy remains a priority as they work to dismantle the barriers to overnight camp that are experienced by equity-deserving groups in Ontario.

As an organization, they are prioritizing the development of a diverse team, board, partners, volunteers and donors. Through this, they can ensure that their programming and services are relevant, innovative and meet the needs of the young people they support.

They recognize that work in this space needs to be consistent and ongoing. They will continue to learn, face challenges, and prioritize feedback and collaboration from their community.

## **Application Instructions**



Amici Children's Camp Charity is committed to a culture of Equity, Diversity and Inclusion. They know they are able to best provide children from a number of varying backgrounds and lived experiences with an inclusive camping experience when they have a diverse team of employees. Beyond being an equal-opportunity employer in accordance with the Ontario Employment Standards Act, and Accessibility for Ontarians with Disabilities Act, they strive to provide their employees with a working experience free of discrimination, harassment and barriers. They encourage applications from members of equity-deserving groups that have been historically disadvantaged and marginalized, including First Nations, Métis and Inuit Peoples in Canada, racialized people, Black people, persons with disabilities, women and 2SLGBTQ+ people.

Please note that all qualified candidates are encouraged to apply and we welcome newcomers and immigrants to Canada. Amici is happy to provide an equitable opportunity to apply to work with them, and to provide accommodations at all stages of the selection process. To request accommodation, please email [lindsay@phcap.ca](mailto:lindsay@phcap.ca).

**Preston Human Capital Group** is conducting this search on behalf of Amici. To apply please submit a cover letter and CV addressed to Lindsay Preston at [lindsay@phcap.ca](mailto:lindsay@phcap.ca). **The posting closes on March 27, 2026, at 5pm ET.** Applications will be reviewed on a rolling basis. Please note that only candidates selected for an interview will be contacted. Thank you for your interest.