Executive Director, Kids Can Fly

Kids Can Fly (KCF)
Brantford/Brant County, Ontario

Kids Can Fly supports, empowers, and equips families and caregivers of children through inclusive programs designed to foster early learning, healthy development, and strong connections.

Kids Can Fly (KCF) is seeking an experienced, community-minded Executive Director to lead our organization into its next chapter. This is a unique opportunity to make a lasting impact on the lives of young children and families while leading a respected local non-profit organization dedicated to early childhood development.

As Executive Director, you will provide strategic leadership, oversee daily operations, build meaningful community partnerships, and champion the fundraising efforts that ensure KCF's long-term sustainability. Reporting to the Board of Directors, you will lead a small team of staff and volunteers while serving as the public face of the organization.

About Kids Can Fly

Kids Can Fly (KCF) is a registered non-profit organization serving families with children from birth to six years of age throughout Brantford and Brant County. Since 2001, KCF has delivered evidence-informed early learning and parenting programs that help children thrive.

Founded on the principles and research of the late Dr. Fraser Mustard, KCF works collaboratively with families and community partners to promote healthy child development. We are proud to be the local affiliate for internationally recognized programs including Dolly Parton's Imagination Library and Roots of Empathy.

Position Details

Position: Executive Director

Status: Full-time, Permanent

Location: Primarily remote (work-from-home). The successful candidate must reside in or near Brantford/Brant County and be available to attend community meetings, Board meetings, fundraising events and other organizational activities throughout the region.

Hours: 4 day work week (30 hours per week), with flexibility required for evening and weekend for Board meetings, fundraising and community events.

Salary: $70,000-$85,000 annually, for a permanent 4 day work week (30 hours per week) position, commensurate with experience and qualifications.

Start Date: September/October 2026

About the Role

The Executive Director provides strategic leadership while overseeing all aspects of the organization's operations. This role is responsible for organizational sustainability through fundraising, financial stewardship, staff leadership, community engagement and governance support.

A significant portion of this role is dedicated to fundraising.

As KCF does not receive ongoing government operating funding, the Executive Director is responsible for leading fundraising initiatives, cultivating donor and sponsor relationships, identifying new funding opportunities, writing grant applications, and ensuring the financial sustainability of the organization.

Key Responsibilities

Fundraising & Financial Sustainability

- Lead all fundraising initiatives, campaigns and special events.
- Cultivate and steward relationships with donors, sponsors, foundations and community partners.
- Research, write and submit grant applications.
- Develop strategies to diversify revenue sources and increase organizational sustainability.
- Oversee the organization's annual operating budget of approximately $300,000.
- Monitor financial performance in collaboration with the Board Treasurer and external accountant.

Strategic Leadership

- Provide strategic leadership aligned with KCF's mission and strategic priorities.
- Identify emerging community needs and develop innovative programs and services.
- Work collaboratively with the Board of Directors to support governance, strategic planning and organizational growth.
- Represent KCF within the community and build awareness of the organization's impact.

Community Relations & Communications

- Serve as the primary spokesperson for KCF.
- Build meaningful relationships with families, businesses, schools, community organizations, funders, elected officials and volunteers.
- Represent Kids Can Fly at meetings, events and community initiatives.
- Promote the organization through presentations, media relations, social media and community outreach.
- Increase awareness of Kids Can Fly and its impact throughout Brantford and Brant County.

Operations & People Leadership

- Lead, coach and mentor staff while fostering a collaborative workplace culture.
- Recruit, engage and recognize volunteers who play an essential role in delivering KCF's mission.
- Oversee organizational policies, procedures, and risk management.
- Ensure effective delivery and continuous evaluation of KCF programs and services.
- Coordinate facilities, contracts and operational partnerships.

Administration & Technology

- Prepare annual budgets, reports and operational plans.
- Use technology to efficiently manage organizational operations.
- Oversee donor management systems, databases and reporting.
- Maintain organizational records using Microsoft Office, QuickBooks, CanadaHelps Donor Management System and other organizational software.

Program Leadership

- Support the delivery and evaluation of Kids Can Fly's programs.
- Stay informed about emerging research and best practices in early childhood development and parenting support.
- Identify opportunities to strengthen existing programs and develop new initiatives that respond to community needs.

Qualifications

The ideal candidate will possess:

- A minimum of five years of progressive leadership experience, preferably within the non-profit sector.
- Post-secondary education in Early Childhood Education, Child Development, Social Services, Public Administration, Non-Profit Leadership, Communications, Public

Relations or a related field. Equivalent combinations of education and experience will be considered
- Demonstrated success in fundraising, donor stewardship and grant writing.
- Experience managing budgets and organizational finances.
- Strong leadership experience supervising staff and volunteers.
- Exceptional written, verbal and presentation communication skills.
- Experience building collaborative relationships with community partners.
- Excellent organizational, project management and time-management skills.
- Strong computer proficiency, including Microsoft Office, donor management software, social media platforms and financial software.
- Knowledge of early childhood development, parenting support or family services is considered an asset.
- A passion for lifelong learning and staying informed about emerging research and best practices in child development.

Why Join Kids Can Fly?

Joining Kids Can Fly means leading a respected community organization dedicated to giving every child the best possible start in life. You'll work alongside an engaged Board of Directors, passionate volunteers and committed community partners while helping shape the organization's next chapter.

We offer:

- Flexible work environment with a four-day work week, primarily remote work and the autonomy to manage your schedule while meeting organizational needs.
- Salary of $70,000–$85,000 annually
- Meaningful work that creates lasting community impact
- An engaged and supportive Board of Directors
- Professional autonomy and the opportunity to shape the organization's future

Equity, Diversity & Inclusion

Kids Can Fly is committed to creating an inclusive and welcoming workplace that reflects the diversity of the communities we serve. We encourage applications from individuals of all backgrounds, experiences and identities. Accommodation is available throughout the recruitment process in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act.

How to Apply

To apply, please submit your cover letter and resume to Katrina Macri, Chair, Board of Directors, at katrina.macri@kidscanfly.ca no later than **5:00 p.m**. on **August 17, 2026.**

We thank all applicants for their interest; however, only those selected for an interview will be contacted.