



OPPORTUNITY PROFILE

EXECUTIVE DIRECTOR

Youth Unlimited | YFC Highlands

01 EXECUTIVE SUMMARY

Youth Unlimited | Youth for Christ Highlands (*YU Highlands*) is looking for an Executive Director who is an experienced and transformational leader with a servant's heart and a passion for ministering to youth. The Executive Director provides overall visionary and strategic leadership to the ongoing development of new and existing ministry programs. The Executive Director oversees the recruitment and development of staff for leadership, administrative, and ministry roles. The Executive Director is a faithful steward of resources and ensures YU Highlands' positive fiscal performance through responsible budgeting and management of fundraising activities. The Executive Director is responsible for all activities outlined in YU Highlands' bylaws and is accountable to the Board of Directors for the management and direction of the activities and affairs of YU Highlands, including the overall spiritual welfare of the organization.

If you are a dynamic leader who wants to grow and develop the ministry programs of YU Highlands, we would love to hear from you!



02 WHY CONSIDER THIS POSITION?

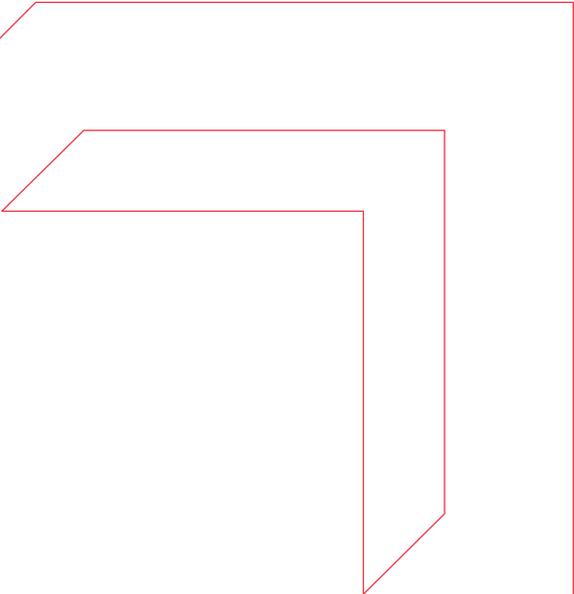
- You can make an impact on the youth Orangeville, Centre Wellington, Collingwood, Novar and Huntsville through YFC.
- You will be surrounded and supported by an experienced and committed staff.
- You will help shape and develop emerging leaders.
- A solid national organization structure will support you.
- You will be provided with significant learning and growth opportunities.
- You will join one of the most committed and capable teams of youth workers in Canada.
- YFC Canada provides spiritual formation, spiritual guided retreats, coaching and training opportunities.
- We offer a competitive salary range of \$75,000 to \$90,000.
- We provide a comprehensive health and dental benefits package.



03 COMMUNITY PROFILE

HIGHLANDS REGION ONTARIO

Highlands Youth Unlimited is centred in Orangeville and represents a broad region of central and south-central Ontario known for its mix of natural beauty, thriving communities, and economic diversity. Stretching from the Muskoka region's lakes in the north to the rolling farmland in the south, the area blends recreation, tourism, agriculture, and local business hubs. It offers a balance of rural charm, outdoor lifestyle, and convenient access to urban centers, making it a dynamic and connected part of Ontario.



WHY DO WE EXIST?

We exist to see....

Every young person living fully in Christ

HOW DO WE BEHAVE?

- Centered on Christ
- Called to the Mission
- Committed to Relationships
- Seriously Fun



WHAT DO WE DO?

Engage and equip youth to know and follow Jesus

HOW DO WE SUCCEED?

- Saturated in Prayer
- Equip Staff and Volunteers
- Contextualized Youth Programming
- Partnerships

05 WHAT DOES THAT LOOK LIKE?

CORE MINISTRIES

Creating clarity around our story, increasing organizational collaboration, ministry development, partner development and impact.



INNOVATIVE CENTRES

Pursuing shared interests in inspiring environments



CRITICAL CARE

Supporting youth experiencing systemic vulnerability



COMMUNITY OUTREACH

Connecting through team and mentoring relationships



LEADERSHIP DEVELOPMENT

Growing and discovering God's purpose for life



TRIPS, CAMPS & EVENTS

Sharing experiences, adventure and social impact



MARKETPLACE INITIATIVES

Developing employment skills and entrepreneurship

06 KEY RESPONSIBILITIES



Staff Leadership and Development

- Develops a comprehensive organizational strategy for team building, coaching, personal development, and staff care.
- Provides overall leadership to the staff and volunteers and is held accountable for the performance of the organization.
- Responsible for the ongoing professional development of staff members; supports the professional well-being of all staff.
- Provides leadership at regular staff meetings.
- Ensures annual staff reviews are performed.
- Oversees recruitment of new staff and volunteers for leadership, administrative, and ministry positions.
- Form a senior leadership team to help drive the organizational mission and priorities.

Board of Directors

- Ensures effective monitoring, evaluation, and reporting on all organizational initiatives.
- Works with the board of directors on planning, policies, programs, personnel, finances, and facilities.
- Acts as a liaison between the board and YFC Canada as well as other agencies and like-minded ministries, locally, nationally, and Internationally.
- Sits as an ex-officio member of all committees established by the board of directors.
- Together with the board of directors, develops and implements the strategic plan.
- Develops annual goals and objectives for YU Highlands for submission to the board of directors.

Programs

- Provides overall vision and leadership for the programs; maintaining their relevance and effectiveness in accordance with the mission statement and purposes of the organization.
- Is responsible for the identification and implementation of new programming to meet the current needs of youth.

07 KEY RESPONSIBILITIES

Community Relations

- Ensures that a positive and credible public image is developed and maintained for the YU Highlands organization.
- Maintains regular communication with supporters, churches and community leaders; sharing with them the impact of YU Highlands ministry programs.
- Ensures the development of timely and relevant printed and digital materials.
- Engages in regular presentations to civic leaders, pastors, parents, schools, etc.
- Represent YU Highlands publicly at community events and seek ways of supporting what the community is focused on when appropriate.

Fundraising and Donor Development

- Is responsible for the fundraising activities of YU Highlands, including the creation of a dynamic fundraising strategic plan.
- Engages strategically in activities that expand the financial capacity of the organization, including donor meetings, public speaking engagements, and events.
- Invites and cares for ministry partners as a prayerful and financial support team.
- Maintains and grows the current donor base.
- Uses a management system program to track regular communication and personal contact and seeks prayer and financial support for the organization.
- Ensures that staff are equipped for ministry partner development support raising.

Finance and Administration

- Supervises the general operations of YU Highlands office.
- Ensures the development and implementation of adequate operational systems, procedures, and controls for the organization.
- Develops and monitors the annual budget.
- Is familiar with and adheres to YFC Canada's policies and guidelines, including the Charter by-laws and operating agreement that binds YFC Canada and Chapters together.
- Is familiar with and adheres to all applicable government regulations.
- Abides by and ensures YU Highlands' policy and procedure manuals are kept up-to-date and followed by staff and volunteers.

08 KEY RESPONSIBILITIES

- Ensures that adequate and properly maintained facilities and equipment are available for YU Highlands programs and staff.
- Develop and operate within a board-approved budget and process.
- Operates the organization within the Non-Profit Charitable guidelines as given by the Canada Revenue Agency.
- Attends yearly YFC Canada's AGM with the Board Chair and participates as a voting member.

Spiritual and Personal Development

- Is a faithful and contributing member of a local church.
- Prays for and with staff, the board of directors, and the ministries of YU Highlands.
- Spends time in spiritual reflection and development.
- Completes the YFC Canada credentialing process within two years of the start date.
- Participates in training and development courses, conferences, and workshops, as approved by the steering committee or board of directors.
- Implements a yearly staff and board of directors off-site meeting for spiritual rejuvenation, team development, and planning.
- Spends time in spiritual reflection and development by participating in a regular rhythm of spiritual retreats.



09 QUALIFICATIONS



SKILLS/ABILITIES/EXPERIENCE

- Experience in building an organization and launching new initiatives.
- Strong organizational and time management skills.
- Proven experience in fundraising and donor development.
- Strong verbal and written communication skills.
- Experience with managing and leading a team.
- Strategic thinking and planning skills.
- Ability to manage change.
- Visionary and motivating.
- Aligned with YFC Canada Statement of Faith and the Community Covenant.

CHARACTER QUALITIES

- Has a humble and teachable spirit.
- Has a passion for the lost, the city, and youth.
- Is a servant leader: a heart after the heart of God.
- Is a coaching leader.
- Is an effective team builder.
- Engages in courageous conversations.
- Has a healthy work-life balance.
- Pursues personal accountability & integrity.
- Actively pursues personal and spiritual growth and development.



10

ESTIMATED SEARCH TIMELINE

While every search is dynamic and time frames are hard to predict, the following is an overview of the expected timeline for this search:

Location: 9 Centre Street, Orangeville ON, L9W 2Z5, Canada

Application Deadline: April 30, 2026

Short List Interviews: To be determined

Hire Date: June 1, 2026



HOW TO APPLY

Please send your resume and cover letter to Bill Murdoch bmurdoch@highlandsyfc.com.

At YU Highlands we believe that the body of Christ is unified when each of us is encouraged, recognized, and able to serve out of our gifts. We believe that embracing, endorsing, and learning from different leadership styles will grow the ministry and make it more effective.

We strongly encourage applicants of all abilities and ethnicities from all denominations who love Jesus and youth and are aligned with our vision and values, to consider applying for this role. We strive to achieve equity in the workplace. Accommodations are available on request for candidates taking part in the selection process. If you require accommodation during the recruitment process, please contact us at **(519) 940-2482**.





YFC

**Youth
Unlimited™**