



Executive Director Job Posting

Keats Camps is searching for its next Executive Director to continue the Keats legacy of anchoring a new generation for life. Interested candidates should apply directly to: Board@keatscamps.com.

About Keats Camps

Keats Camps operates a modern youth camping facility on a 230-acre property on Keats Island, just a short boat ride from Vancouver, British Columbia. Keats Camps partners with the Canadian Baptists of Western Canada (CBWC) to provide an incredible camping experience for 2500 campers and staff each year.

Since 1926, Keats has offered a variety of summer camps for youth from grades 3 to 12, and a successful leadership development program targeted at teenagers and young adults. Keats also offers a variety of outdoor school and rental options during the Spring and Fall shoulder seasons.

Keats Camps provides opportunities for young people to develop and deepen their relationship with Jesus, create lifelong friendships, and enjoy a wide range of exciting activities including sailing, waterskiing, mountain biking, rock climbing, archery, and arts. The property is also surrounded by many forests, beaches, and trails – providing both staff and campers the space to relax and recharge in the natural beauty of God’s creation.

About this Opportunity

The Executive Director (ED) is the most senior staff position at Keats Camps, reports directly to the Board of Directors, and is responsible for providing, strategic, operational, and spiritual leadership to the organization.

This opening comes at a very exciting time in the Camp’s history as we approach our 100-year anniversary in 2026 and embark on an visionary, multi-year campus redevelopment project. Working with one of the most idyllic properties available on the BC Coast, there is plenty of room to expand both summer and shoulder-season programming while growing the Camp’s reach and impact in the near-term.

The broad scope of the ED’s role coupled with a virtually limitless possibilities make this role a perfect fit for a motivated, ambitious, dynamic, and learning-hungry candidate who’s passionate about creatively and courageously driving the work of God’s Kingdom. The role is also well-supported by a strong and experienced full-time staff team and volunteer Board of Directors, providing an incredible opportunity to develop and showcase your leadership and managerial talents.

If you are excited to be the leader to guide Keats Camps into its second century, stewarding its treasured legacy while shaping its future direction for the glory of God’s Kingdom, we sincerely encourage you to apply.

Detailed responsibilities of the role are outlined in the section below.

Job Description

1. Strategic Leadership

- Works with the Board of Directors to refine Keats Camps' long term strategic plan.
- Leads the senior staff in the development and implementation of new tactics, operational plans, and budgets to direct the organization toward the long-term strategic plan.
- Offers spiritual leadership to the organization, demonstrating Christ-like behavior, seeking the Lord's will in decision-making, providing spiritual mentoring to staff, and holding others accountable for upholding Christian values.
- Represents the public face of Keats Camps, maintaining healthy relationships with, and facilitating effective communication among Board members, staff, volunteers, cottagers, donors, government and regulatory agencies, the CBWC, and constituent churches.
- Supports the effective functioning of the Board by providing required information, reports and documentation and attending Board Meetings; ensures the Board is apprised of all issues relevant to their responsibility for the health of the organization and the success of the ministry; and engages the Board regarding fundraising and other key activities.

2. Staff Leadership

- Oversees the selection, hiring, training and retention of talented full-time, part-time, and seasonal employees, and contract workers.
- Builds, inspires, and develops a strong and united team of staff and volunteers by sustaining an efficient organizational structure, creating an environment that enables staff to excel, effectively delegating work, and implementing effective human resource policies and practices.
- Maintains and communicates clear role descriptions and expectations for staff; provides ongoing mentorship and professional development opportunities; establishes performance measures and expectations with direct reports, aligned with the strategic plan, vision, mission and values of the Camp; conducts regular performance reviews for all direct reports.
- Implements the Operating Plan through effective business leadership, spiritual leadership, delegation, organization, policies, best practices, resource development and allocation.
- Uses sound judgment to make and communicate timely and quality decisions regarding camp operations, disciplinary issues, and emergency-related matters.

3. Fundraising & Donor Relations

- Actively participates in cultivation, solicitation, and stewardship of major donors and partners, playing a leading or supporting role as needed.
- Manages an effective, sustainable fundraising program that will provide increasing levels of operating support over time and fund capital requirements as necessary.
- Is responsible for building relationships and fostering growth of key stakeholders – including the CBWC, cottagers, volunteers, and past and present staff and donors.
- Ensures donors, prospects, and volunteer relationships are recognized and stewarded with care and respect.

4. General Management

- Develops and monitors the organization's operating and capital budget and financial targets including benchmarks, performance measures, and risk assessment.
- Oversees camp operations in accordance with policies and procedures, budgets, and mission.
- Oversees senior staff in the development and execution of capital projects.
- Ensures that legal and compliance requirements for the property and camp operations are met; ensures that appropriate safety provisions are followed for the protection of campers, staff and visitors; implements the CBWC's code of conduct; maintains and reviews records and evaluations of all programs, operations, staff and facilities, meeting criteria for BCCA Accreditation Standards.

5. Summer Program

- Oversees the Program Director in exploring, innovating, developing, and implementing ongoing and new program initiatives and activities to keep the camp program fresh, fun, and cutting edge so that campers have an exciting experience that makes them want to return and bring their friends next year; and to support the Christian mission of the camp, including opportunities for campers and staff to develop and deepen their relationship with Jesus Christ.
- Oversees the Program Director in the recruitment and training of all program staff to ensure competency, reliability, and mission-alignment.
- Ensures the provision of safe and adequate equipment facilities and training to deliver a fun, recreational, and engaging camp program for campers.
- Oversees the development and evaluation of program goals and objectives to provide recommendations on opportunities to the Board.

6. Shoulder Season Program

- Oversees the ongoing exploration of new Spring and Fall program opportunities to increase utilization of camp facilities, drive revenue growth, and expose the public to Keats Camps – especially through outdoor school offerings for youth.
- Oversees the quality of program delivery to the groups renting the facility and services.
- Ensures the provision of safe and adequate equipment facilities and training to deliver a fun, recreational, and engaging camp program for shoulder season guests.

7. Property & Facility

- Oversees the Facilities Manager in directing, supervising, and coordinating tasks related to maintaining the camp facilities, property, and equipment.
- Works with the Convention of Baptist Churches of BC (which owns the land) and the Camp Board to develop and execute capital project plans, including for the protection, preservation, and improvement of the Camp's capital assets.
- Oversees the determination of facility upgrades, equipment purchases, and property work required, and the development of corresponding budgets.

8. Marketing & Sales

- Oversees and works collaboratively with the Program Director and other staff to develop the marketing and sales plans for summer, spring, and fall programs – in alignment with the Camp mission and strategic objectives.
- Oversees the design and development of marketing communications plans and collateral including website, brochures, and presentations to various stakeholder groups.
- Establishes pricing structures for summer and shoulder season, and product merchandise, in alignment with the operating budget.

9. Finances

- Works with the Camp's bookkeeper to prepare financial reports including P&L, Balance Sheet, and reconciliation reports.
- Provides financial information to the Board (via its Treasurer) as necessary for the Board to approve budgets and provide oversight of financial matters.
- Ensures that all statutory obligations are fulfilled (Charity Return, CRA, WCB, etc).