



**JA Central Ontario**  
A Member of JA Canada

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OPPORTUNITY INFORMATION PACKAGE

**PRESIDENT & CEO**

**JUNIOR ACHIEVEMENT OF CENTRAL ONTARIO**

TORONTO | ONTARIO | CANADA  
@ <https://jacentralontario.org>

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Search Consultant:  
DAVID HUTCHINSON



**Cause  
Leadership**  
CONNECTING LEADERS

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**Note:** This document is meant for information purposes only. It is intended to provide a general overview of the role and organization and is not a formal position description.



## JUNIOR ACHIEVEMENT OF CENTRAL ONTARIO

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Junior Achievement of Central Ontario (JA Central Ontario) is a member of [JA Canada](#) and part of [JA Worldwide](#) (JA) the world's largest not-for-profit organization dedicated to educating young people about business.

Since 1968, schools in Central Ontario have relied on JA Central Ontario to prepare young people for success in an ever-changing global economy. In fact, during the 2017-2018 school year, over 57,000 students benefitted from JA programs, each delivered free of charge by volunteers from local business communities, coupling their real-life experience with innovative JA program content.

JA programs focus on **work readiness**, **financial literacy** and **entrepreneurship**, giving students the confidence and the skills they need to become the next generation of business and community leaders.

### History

JA was founded in 1919 by Horace A. Moses, chairman of Strathmore Paper in Springfield, MA. With over 120 charters worldwide, they inspire students to succeed in a global economy and reach their highest potential.

Ralph Baker, former president of the Standard Oil Company, brought JA to Canada in 1955. He recruited members of Vancouver's business community to provide programs for 250 students.

JA Canada was established in 1967, and in the years that followed, they expanded their programs across the country. Today, JA Canada consists of 14 charter offices and two Alternate Delivery Models serving Canadian youth from coast to coast.

Junior Achievement of Toronto & York Region (JATYR) was founded in 1968 by the Young Presidents Organization to provide curriculum-enhancing programs to the region's Public, Catholic, French, and private school systems. Led by an engaged and influential board of governors and directors, JATYR became the largest charter in Canada.

In 2003, Junior Achievement of Toronto & York Region and Junior Achievement of Peel amalgamated to form Junior Achievement of Central Ontario. The newly created JA Central Ontario has impacted over 1.4 million students since its inception.



### Mission

Inspire and prepare young people to succeed in a global economy.

### Vision

Be the partner of choice for business, education and policy makers across Central Ontario seeking to expand youth education and economic development.

### Values

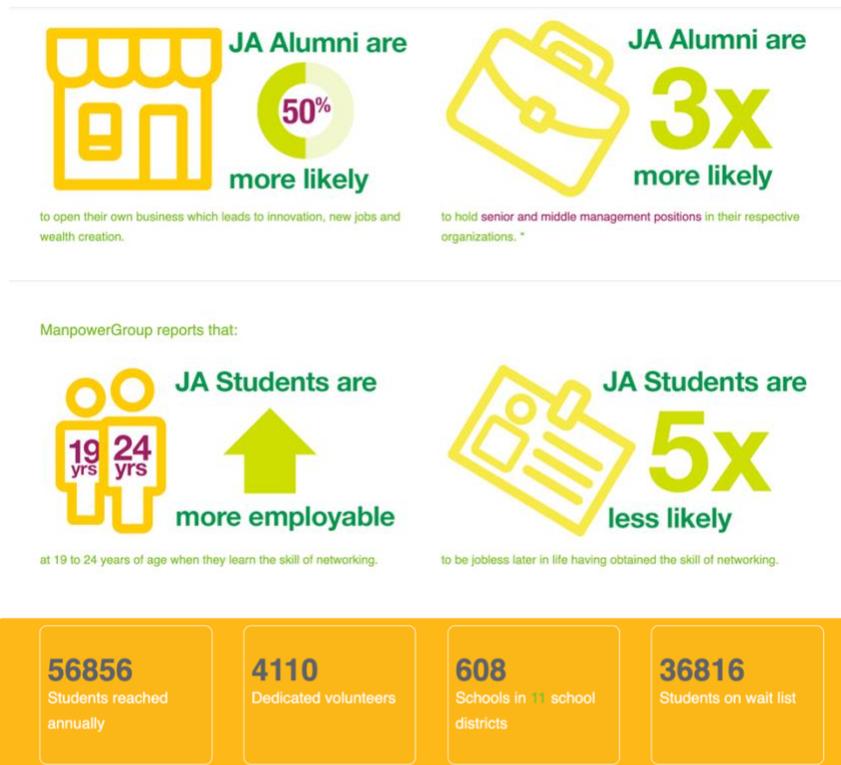
- Belief in the boundless potential of young people
- Commitment to the principles of economics and entrepreneurship
- Passion for what they do, and honesty, integrity and excellence in how they do it
- Respect for the talent, creativity, perspectives and backgrounds of all individuals
- Conviction in the education and motivational impact of relevant, hands-on learning
- Belief in the power of partnership and collaboration

### Approach

JA is the link between education and the business world, giving youth the confidence and knowledge they need to define personal success, enhance their workforce readiness and pursue their dreams. Furthermore, they inspire youth to make informed, educated and knowledgeable financial decisions, start companies, develop career plans and express their innovative spirit. JA does this by providing valuable programs for youth designed around three main pillars:

- Entrepreneurship
- Financial Literacy
- Work Readiness

### Impact



## THE OPPORTUNITY

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JA Central Ontario is looking for a President and CEO to oversee the implementation of the mandate of the organization to reach students in Grades 4 – 12 with life altering curriculum in Financial Literacy, Work Readiness and Entrepreneurship. Central Ontario is defined as the geography encompassed between Barrie, Burlington and Bowmanville.

The position is responsible for reaching a large number of students through a variety of program options, support volunteer engagement opportunities, sustain and grow the revenue of the organization, and to do this in a fiscally responsible manner. Three Leadership roles report into this position: VP Programs & IT, VP Revenue Development and Sr. Director, Finance & Operations. The Director, Marketing & Communications is also a direct report into this office. There are a total of 17 individuals currently working in the Charter.

The role reports to the Chair of a 20-member Board of Directors and plays an active role in engaging and growing a 30 plus member Board of Governors.



## KEY RESPONSIBILITIES

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### Leadership and Strategy

- Provide leadership to the teams tasked with Revenue Development, Program Delivery, Finance, Operations and Marketing.
- Build a culture of performance and results.
- Maintain a proactive outreach to all groups in the community with an emphasis on diversity & inclusion
- Develop and implement a new Strategic Plan that provides direction and focus on key strategies that will drive JACO growth. (Current Strat Plan expires June 30<sup>th</sup>, 2021).
- Support the work of JA Canada by collaborating on opportunities of mutual interest, providing feedback on National/Charter initiatives, participating in annual Forums and engaging in a leadership capacity on committees and teams as required.
- Participates in monthly meetings with the Ontario Charters.

### Board Governance

- Actively participate in the recruitment of influential decision makers from the private and public sectors to serve on the Board of Directors and Board of Governors to ensure the fiduciary and fundraising responsibilities of the organization are achieved.
- Oversee the recruitment of members and activities of 7 committees: Executive, Audit, Investment, Operations, Governance & Nominations, Governors Dinner and Golf, in addition to a Business Development Team focused on securing new partners.
- Facilitate effective governance, ensuring Bylaws are adhered to and that the organization is compliant with the JA Canada Policy & Procedures Operating Manual. Plans the Annual General Meeting in October.
- Plans and supports four quarterly meetings of the Board of Directors (October, January, April and June) by preparing Agendas, Operational reports and governance documents to keep Directors informed to fulfil their fiduciary responsibilities.

### Revenue Development and Marketing

- Actively engage in the revenue development efforts of the organization including participation in donor meetings, prospecting new partners, advising on Individual Giving strategies and actively supporting the implementation of two key fundraising events, Governors Dinner and the annual Golf Tournament.
- Work with the Director, Marketing & Communications to ensure consistency in message and visual elements, promoting the brand on several channels and growing reach on the website and social media channels.
- Build and leverage the Junior Achievement brand to be positioned as a reputable provider of financial literacy, work readiness and entrepreneurial activities.
- Participate in the planning and implementation of large-scale student events.
- Participates in several after-hour events for networking, donor or student engagement purposes.

### Financial and Operations

- Ensure bottom line financial targets such as revenue, expenses, and net profit are achieved and that student reach numbers grow.
- Prepare annual budgets, review risk mitigation strategies, oversee office lease and corresponding maintenance. Ensures a functional and comfortable work environment for staff.
- Meet and approve all new hires, ensure Performance Reviews happen bi-annually and regularly update the HR Manual.
- Ensure compliance with all regulatory filings.

### Technology and Innovation

- Assist in implementing new digital program delivery models to accommodate the current restrictions on face-to-face student interactions.
- Ensure a progressive, forward-thinking perspective on program delivery and student reach models by supporting the IT infrastructure and technology capabilities of the organization.

### Program Delivery and Support

- Annually deliver a minimum of one classroom program and visits several Company Programs.

### Public and Government Relations

- Act as the spokesperson for the organization.
- Manage interactions with various levels of government with the guidance of Crestview Strategy Group with the goal of securing funding for the organization.

## QUALIFICATIONS AND KEY COMPETENCIES

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- Proven leadership in a Senior role within a small to medium size not-for-profit or for-profit entity
  - For-profit business experience is an asset.
- Strong understanding of the workings of not-for-profit organizations, perhaps as a member of a Board, donor, volunteer or employee.
- Demonstrated experience and a successful track record as a sales and business development leader.
  - Positive results have been as a consequence of creative abilities, work ethic and influencing skills to successfully prospect, pitch, consult and close opportunities.
- Driven for Results: Demonstrates a track record of executing a strategic plan and consistently attaining results.
- Embodies Professionalism: Projects an image of professionalism, striking a balance between confidence and humility.
- Instinctively moves between the 'strategic' to the 'operational' in order to deliver results. Applies a strong operational background and develops realistic plans.
- Effectively Manages Relationships: Recognizes the different styles and needs of others and modifies own style to work more effectively and build relationships in a corporate, educational and community setting.

- Fosters a culture of diversity and inclusion
- Inspires others. Demonstrates a passion for youth and business education. Tells the JA “story” in a clear and compelling manner, rallying others into positive action.
- Attracts, Retains and Develops Effective Teams: Hires well, fires as required. Creates a compelling mission and purpose and energizes employees to work toward shared goals.
- Reasonable financial management skills i.e. Reading income statements and balance sheets; aware of the most common Generally Accepted Accounting Principles. (GAAP)
- Fluency in English, excellent written, verbal and online communication skills.
- Proficiency in the use of: the suite of Office 365 products; Salesforce CRM; various ‘gathering’ platforms like TEAMS, Zoom; Webinar hosting skills; website architecture and active on social media channels. Be ‘tech savvy.’
- Undergraduate degree is required.



## INFORMATION LINKS

[Accountability](#)

[Annual Reports](#)

[Leadership & Governance](#)

[Programs](#)

[T3010 – Quick View](#)

### SOCIAL MEDIA LINKS

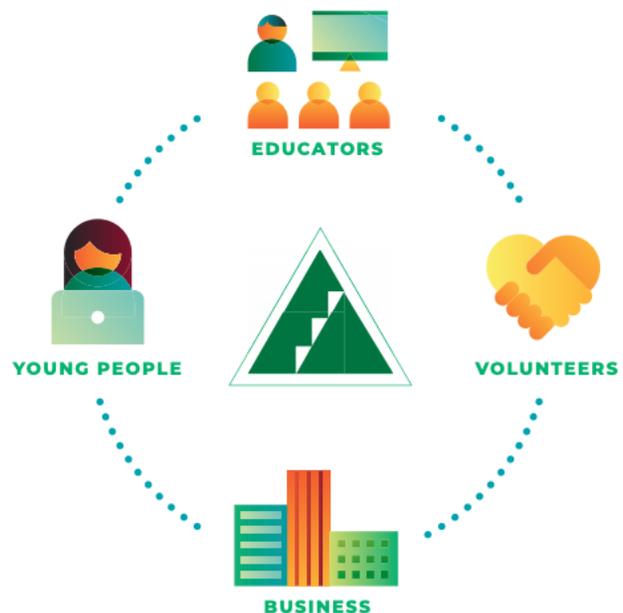
[Facebook](#)

[Twitter](#)

[LinkedIn](#)

[YouTube](#)

[Instagram](#)



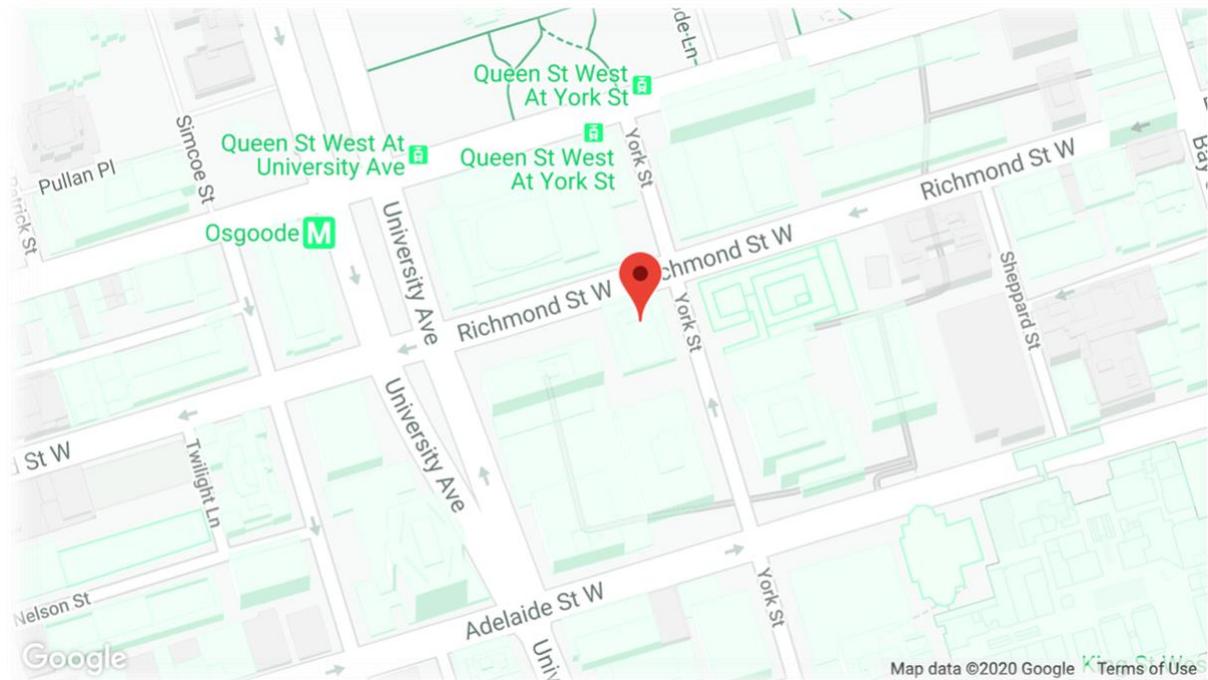
### JA WORLDWIDE'S STATEMENT OF RACIAL EQUALITY

[Equality](#)

## LOCATION

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The JA Central Ontario office is located at:  
133 Richmond Street West  
Suite 405  
Toronto, ON M5H 2L3



## CONTACT INFORMATION

Cause Leadership Inc. is managing this search on behalf of JA Central Ontario.

If you, or someone you know, would like to start a confidential conversation about this opportunity, please email:

David Hutchinson  
Search Consultant  
Cause Leadership Inc.  
[ceo.jaco@causeleadership.com](mailto:ceo.jaco@causeleadership.com)

Note: Please direct all communications through the Lead Consultant.

## APPLICATION PROCESS AND DEADLINE

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Individuals interested in being considered for this opportunity are invited to send a cover letter and resume by email to: [ceo.jaco@causeleadership.com](mailto:ceo.jaco@causeleadership.com) on or before July 27 2020.

### ABOUT CAUSE LEADERSHIP INC.

Working with a diverse group of social profit organizations [Cause Leadership Inc.](#) is an Executive Search firm specializing in the recruitment of executive leadership and fundraising personnel.