

## Role Description

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<b>Title:</b>	<b>Regional Director</b>
<b>Reports to:</b>	Vice President, Field Ministry
<b>Direct Reports:</b>	Area Directors, Staff Representatives, Regional Office Staff
<b>Type of Work:</b>	Permanent, Full-time
<b>Work Location:</b>	Alberta

## Position Purpose

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Reporting to the Vice President, Field Ministry, the Regional Director grows and sustains multiple Young Life areas throughout his/her region, advancing our mission to “glorify God by sharing Jesus Christ with the entire next generation.”

The Regional Director provides a critical level of oversight and management, with leadership over all local work with staff, volunteers, and teenagers. He/she provides spiritual leadership and direction; establishes alignment to Young Life’s brand, mission, values, and strategic plan; monitors accountability to all areas of growth and operations; and ensures financial stability and sustainability. In addition, he/she provides a voice of seasoned experience and wisdom to the Field Leadership Team.

As a member of the Religious Order of Young Life of Canada, the Regional Director subscribes to the Order’s Statement of Faith and abides by its Codes of Conduct.

## Essential Duties:

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### *Spiritual Leadership (20%)*

- Exemplify a growing personal relationship with Jesus, leading by example and leading others in their own growth.

### *Leadership Development (40%)*

- Lead in growing and strengthening Young Life’s network, establishing and strengthening links and developing shared initiatives with local churches while building the credibility of Young Life as a reliable, effective organization working with young people.
- Recruit, train, manage, and supervise a growing team of excellent and effective staff and volunteers.

### *Financial Sustainability (20%):*

- Lead the fundraising efforts, identifying and cultivating relationships with potential donors in close work with the VP of Field and Development Director.

### *Committee Development (20%):*

- Recruit, develop, and sustain a lead group of key local adults and stakeholders who are consistently engaged in strategic planning, accountability, and fundraising throughout the province.

## Core Duties and Responsibilities

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### **Spiritual Leadership**

- Model Christ in word, deed and actions.
- Model and promote Young Life's mission and values. Represent Young Life positively and professionally within the community.
- Provide spiritual leadership to direct reports and volunteers, if applicable.
- Pray for kids, Young Life volunteers, and fellow Young Life staff.
- Pursue personal spiritual growth and involvement in a local church.

### **Fiduciary**

- Ensure financial sustainability and accountability throughout the region. Manage Young Life regional operations ensuring revenue and expenditures are within budget. Approve and monitor area budgets. Act to resolve deficits.
- Recruit, develop and lead an active, healthy, and productive regional committee of influencers where members function as partners and share ownership of a regional vision.
- Partner with the development team to prospect, cultivate, solicit, and steward donors with capacity to give outside the local area.
- Raise new funds for camp scholarship and to support growth (i.e., new areas and new staff).
- Raise personal support as outlined in the regional budget.
- Adhere to *The Ethical Fundraising and Financial Accountability Code of Young Life of Canada* and to all Young Life of Canada financial policies and procedures.

### **Growth and Operations**

- In partnership with the Regional Committee, develop and implement a strategic plan to promote and grow Young Life in the region with the long-term goal of reaching every community in the region with the Gospel of Jesus Christ.
- Ensure growing and sustainable Young Life ministry throughout the region, with accountability to outcomes, including effective camp strategy and recruit/train/deploy (i.e., RTD) at all levels. Measure and report on ministry performance for each area in the region using regular and consistent metrics. Address shortcomings promptly.
- Ensure effective Young Life ministry dynamics and develop accountability and outcomes in each of the five C's:
  - Contact Work – incarnational ministry
  - Club Ministry – gospel proclamation and community impact
  - Campaigner Ministry – effective discipleship
  - Camping Ministry – adventure and excellence
  - Committee Ministry – partnership, donor relations, communication, and gratitude
- Encourage and monitor the overall spiritual and general wellbeing of staff and volunteers in the region. Act as necessary to ensure people are being developed, cared for and empowered to reach their full potential.
- Ensure that all Young Life of Canada policies and procedures are followed, including risk management policies and protocols.

### ***Team Duties and Responsibilities:***

- Nourish a truthful, accountable, forgiving, joyful, and healthy work culture where staff and volunteers are nurtured, supported, and led spiritually as a unified team.
- Model open communication and work collaboratively within the Young Life staff family.
- Engage with and foster healthy relationships with the Young Life staff team, and between field, mission services, and property staff, in support of Young Life's mission and values.
- Attend staff meetings, staff conferences, and prayer days as directed.
- Model and promote Young Life's mission and values.
- Represent Young Life positively and professionally within the community.

### ***Personal and Professional Development:***

- Pursue opportunities to learn.
- Pursue personal spiritual growth.

## **Qualifications:**

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### ***Spiritual***

- Personal knowledge and experience of the saving work of Jesus Christ.
- Agreement with Young Life's Statement of Faith, Community Covenant and Codes of Conduct.

### ***Education and Experience***

- University/College degree or equivalent required.
- Five to seven years of experience as an Area Director is required. Demonstrated success in building and sustaining healthy Young Life field ministry required. Experience supervising staff preferred.
- Demonstrated fundraising success using TDS required.
- Demonstrated success in building and leading mid-size to large teams.
- Overseeing & supervising staff that encourages longevity & growth.
- Significant Young Life volunteer or staff experience required. Experience working in a not-for-profit organization working with diverse stakeholders is an asset.

### ***Training and Certification***

- Legally entitled to work in Canada.
- Valid Class 5 driver's license and clean Driver's Abstract or equivalent.
- Clean criminal record check, including vulnerable sector search, required as a condition of employment.

## **Working Conditions**

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### ***Work Location:***

- Work is performed in a variety of settings, for example, office, school, private homes, camps, and restaurants. It requires frequent travel by car. Some travel by car, bus or airplane to other cities within Canada will be required several times per year.

- Work environment is generally favourable.

#### **Physical Requirements:**

- The work is generally sedentary in nature but may require standing or walking up to 20% of the time.

#### **Hours of Work:**

- This position generally works weekday hours. This position is occasionally required to work evenings and weekends to accommodate the out-of-school / off-work availability of stakeholders. Moderate overtime may be required. Several times per year, overnight travel and meetings will be required.

#### **Hazards:**

- Hazards are considered minor and controllable.
- Employee is required to hear information about teenagers' lives which may be troubling or upsetting and may cause emotional issues including vicarious trauma.

#### **Other:**

- Due to the nature of the job, and our commitment to a safe environment for teenagers and volunteers, the individual is subject to a criminal record check.

*The above statements are intended to describe the general nature and level of work performed by people in this position. They are not intended to be an exhaustive list of all responsibilities, duties, required skills or working conditions associated with this position. Duties and responsibilities that do not constitute a major change may be added, deleted, or changed at any time at the discretion of the supervisor either orally or in writing.*

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Staff Person Name

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Signature

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Date