

Camp Boggy Creek Chief Executive Officer

Eustis, FL





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About Camp Boggy Creek

Camp Boggy Creek was founded in 1996 by Paul Newman and General H. Norman Schwarzkopf with one simple premise in mind: that every child, no matter their illness, could experience the transformational spirit and friendships that go hand-in-hand with camp. It was their dream that with unobtrusive [expert medical care](#), the camp would provide seriously ill children with a fun-filled experience defined by compassion, laughter, and acceptance.

Located just a short drive from Orlando the 232-acre camp serves children ages 7-16 who have been diagnosed with chronic or life-threatening conditions. Camp Boggy Creek never charges campers to attend and never asks them to contribute anything other than a positive, playful attitude. As a year-round retreat, Camp Boggy Creek is able to serve thousands of campers and their families through activity-packed weekly and weekend camp programs. The camp offers children the chance to catch their first fish, go horseback riding, or climb a ropes tower, all while making new friends.

Beyond boundless fun, Camp Boggy Creek provides fellowship. Children can spend time with others who are just like them and share their life experiences, which serve as a reminder that they are not alone. The camp is entirely funded by generous donations from individuals, corporations, foundations, and healthcare partners. Camp Boggy Creek is a proud member of [SeriousFun](#) Children's Network, a global community of 30 camps and programs for children with serious illnesses.

For more information on Camp Boggy Creek, please visit boggycreek.org.

The Opportunity

This position reports to the Board of Directors and provides leadership for the implementation and achievement of Camp Boggy Creek's mission, vision, annual goals, and strategic plan; providing oversight and evaluation of programs, personnel, facilities, fiscal integrity, fundraising, and external relations. The CEO is responsible for the administration and management of Camp Boggy Creek. The organization has an annual budget of \$5 million, an endowment currently valued at roughly \$25 million with an additional \$5 million in reserve, and just under 40 staff members.

The CEO reports to the Board of Directors and works closely with the Chairman of the Board, Board Officers, and Board Members to facilitate the goals and objectives of the organization and implementation of policies as set forth by the Board. The CEO provides leadership for the senior management team, ensuring all staff are aligned and collaborating to achieve organizational results. In partnership with the board and staff, the CEO leads the development of policies, procedures, and processes that embody best practices for risk management and to ensure continued excellence in all facets of the organization.

Key Responsibilities

Leadership and Management

- Oversees programs and services for optimal mission impact
- Ensures ongoing programmatic excellence; monitors program effectiveness
- Hires, leads, and develops a high-performing senior management team
- Ensures a Risk Management Plan is implemented camp-wide
- Plays a lead role in crisis management and communications

Development

- Spearheads efforts to raise contributed revenue for the organization, working closely with the Chief Development Officer (CDO) to create a comprehensive annual fundraising plan, establishing capital campaigns and/or strategic campaign plans/initiatives
- In collaboration with the CDO, Board Development Committee, and Board, identifies new opportunities to enhance contributed and earned revenue generation
- Partners with the CDO and Board members regarding prospective donors and participates with donor cultivation and solicitation teams as indicated
- Develops and stewards a portfolio of major donors and cultivates long-term donor relationships to solicit and secure major gifts

External Relations

- Represents Camp Boggy Creek and serves as the primary spokesperson to the Camp's constituents, the media, and the general public in a positive and compelling manner
- Serves as the key spokesperson for crisis communications
- Ensures the communications, public relations, and marketing initiatives are aligned with the mission and strategic direction of the Camp

Strategic Planning

- Actively engages the Board, staff, and other constituents in launching and facilitating a strategic planning process
- Oversees the creation of the strategic plan's goals, objectives, and tactics, refining the plan as needed to meet evolving conditions
- Based on the strategic plan and annual goals, facilitates the approval process for capital projects, capital equipment and new programs / initiatives for philanthropic support
- Oversees the implementation of action plans to support new strategic initiatives

Governance

- Partners closely with and supports the Board to fulfill its governance function by:
 - Serving as a resource to the Committee Chairs to facilitate the work of the Board Committees, serving as a member of Board Committees, and designating staff support for all Board committees
 - Providing key staff support to the Executive Committee and Committee Chair, including agendas, supporting documents, and Board materials
 - Providing support to the Board in relation to Board Governance documents and processes, including Policies, Committee Charters, and Bylaws
 - Facilitating new Board Member orientation

Financial Performance

- Accountable for the fiscal management and sustainability of the Camp; operating within the approved budget, ensures appropriate resource utilization and maintains a positive financial position.
- Works with the CFO to implement sound internal controls, monitoring, and accepted accounting practices to effectively manage the Camp's resources as directed by the Board and in accordance with current laws and regulations
- In conjunction with the CFO, prepares an annual budget (Operating and Capital) for recommendation and approval by the Finance Committee and Board of Directors
- Makes recommendations to the Finance Committee regarding financial institutions and authorization of signatory changes
- Ensures a process is in place for the completion of an independent annual audit

Administration and Human Resources

- Responsible for reviewing and signing all agreements, contracts, and other legal instruments made and entered into on behalf of the organization.
- Collaborates with legal counsel as needed regarding any business affairs and risk management issues



- Ensures compliance with all external regulations, 501(c)3 requirements, and non-profit standards
- Ensures the human resource function of the organization is implemented according to approved personnel policies, procedures, and current laws and regulations
- Encourages and supports professional growth and development of staff
- Ensures a process is in place for performance assessment and evaluation

Candidate Profile

The Chief Executive Officer of Camp Boggy Creek will possess a proven track record in previous leadership roles with a minimum of 7-10 years' executive-level leadership experience with a demonstrated track record in financial management, fundraising, and external relations. A bachelor's degree is required; a master's degree in non-profit management, business administration, healthcare, or a related field is preferred; deep professional and leadership experience in a comparable setting will also be given serious consideration.

In addition, leading candidates will possess the following attributes and competencies:

Passion for the Mission of Camp Boggy Creek

The CEO will have a passion for the mission of Camp Boggy Creek and the organization's history, model, and potential for future impact. An innovative thinker, the CEO will passionately, boldly, and strategically identify opportunities for expansion, always with a focus on the Camp's mission of "fostering a spirit of joy by creating a free, safe, and medically-sound camp environment that enriches the lives of children with serious illnesses and their families."

Building on the Camp's strong foundation and history of success, and maintaining high standards of excellence, this leader will be creative and agile in seizing opportunities to increase the reach of Camp Boggy Creek's networks, so the organization may continue to serve even more seriously ill children and their families across Florida by offering the newest and most diverse opportunities to shine. The CEO needs to be a kind, compassionate, and empathetic leader, treating others with understanding and respect.

Strategic and Visionary Leadership

The CEO will bring experience developing strategic direction, including expanding organizational reach and impact. In collaboration with the Board and staff, the CEO will build on Camp Boggy Creek's past successes and will lead the conceptualization and articulation of a clear roadmap for the achievement of superior program quality, targeted and responsible growth, measurable results, and innovation in the field of enrichment programming for medically vulnerable children.

The CEO will be proficient in executing strategy, providing focus, and building the commitment and capacity of others to achieve Camp Boggy Creek’s vision. A prodigious and innovative thinker, the CEO will proactively identify opportunities for growth – always staying true to the original goals and mission set forth by Paul Newman and General Norman Schwarzkopf and the Founding leaders. With a track record of sound financial management, the CEO will understand the nuances of nonprofit administration, particularly as it relates to board governance.

Excellence in Advancement and Fundraising

The CEO will exhibit a notable track record of success in institutional advancement and fundraising. This leader will have the expertise and mindset to build on Camp Boggy Creek’s development operations across the state of Florida as well as nationally and internationally through the SeriousFun Network, and will develop and/or sustain lasting relationships with current and potential donors. The CEO will embrace and thrive in the external aspects of the role, providing high-touch and authentic engagement with Camp Boggy Creek’s donors and supporters.

An Ambassador and Relationship Builder

As the “face” of Camp Boggy Creek and a poised, passionate spokesperson, the CEO will have the ability to inspire, recruit, and mobilize a diverse community of partners and constituents composed of volunteers, parents, staff, medical personnel and advisors, funders, other nonprofit leaders, Board members, and hospital and organizational partners. The CEO will do so, in part, by speaking knowledgeably about Camp Boggy Creek’s vision and mission as well as its history, impacts, growth strategies, and future directions. This will enable the CEO to carry on the work of building, nourishing, and strengthening a community united by shared values, mutual respect, and compassion. Further, the CEO will be effective in developing a staff culture that is grounded in mutual support and a commitment to continuous professional and personal growth. Finally, as an engaging and convincing ambassador, the CEO will employ their voice to elevate Camp Boggy Creek’s position within and beyond the SeriousFun Network of camps nationally and internationally.

Organizational Management

The CEO will have a nuanced understanding of nonprofit management practices and will be especially adept at leading an organization through a leadership transition. The CEO must excel at developing and optimizing infrastructure, operational systems, and policies to ensure the Camp’s continued success. Further, the CEO will demonstrate the ability to attract, mentor, retain, and empower an exceptional professional team, doing so through clear, transparent communication, delegation, and growth-oriented accountability processes. The CEO will be an active listener and natural collaborator and will have experience navigating the path between leading and being led by a Board of Directors. The CEO must also be an exemplar and facilitator of a culture of continuous organizational learning and growth.



Compensation & Benefits

Salary is competitive and commensurate with experience.

Contact

Diversified Search Group has been exclusively retained for this engagement. John Mestepey, Naree W.S. Viner, and Tenley Bank have been exclusively retained for this search. To express interest in this role please submit a cover letter and resume by emailing Tenley directly at tbank@koyapartners.com. All inquiries and discussions will be considered strictly confidential.

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Camp Boggy Creek is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+ applicants.

About Diversified Search Group

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