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Opportunity Profile

Chief Executive Officer



About Parks Foundation Calgary

<https://www.parksfdn.com>

Why We Exist

Parks matter to Calgarians. They are cherished places where we play, connect with each other and immerse ourselves in nature. Parks development is vital to the creation of healthy, innovative and liveable cities. Ongoing support is required to build and improve Calgary's treasured parks and school playgrounds, as public funding only goes so far.

For 40 years, in collaboration with our cherished donors and partners, Parks Foundation has been a catalyst in pioneering and creating outdoor spaces in our city that we love and value.

Mission We create inclusive parks and community spaces that drive a sustainable and healthy future.

Vision A healthy community uplifted by vibrant parks.

Values Community / Collaboration / Integrity / Excellence / Inclusivity

What We Do

Parks Foundation creates parks through partnerships, connecting donors and partners with relevant and innovative park and sport projects. Among many signature parks, programs and green spaces, the latest project is Canada's first Dementia Inclusive Park. This unique space is designed to cater to the needs of individuals living with dementia, providing a safe and engaging environment for them and their families. Under Parks Foundation's guidance and care, a variety of parks, school and sport projects are always under development.

Communities often require a variety of support services to turn their project from dream into reality. Park Foundations programs focus on helping communities and groups achieve their goals, by promoting stewardship of new and valued community spaces and creating a healthy outcome for all.

Parks Foundation acknowledges and pay tribute to the original caretakers of the land, whose legacy reminds us of the rich histories that came before us. Parks Foundation celebrates the connection of the community



and the land that we live on, and honor the responsibility we carry to steward the land through projects and initiatives. Parks Foundation serves the community of Niitsitapi (Blackfoot), the people of the Treaty 7 region in Southern Alberta, which includes the Siksika, the Piikani, the Kainai, the Tsuut'ina and the Iyârhe Nakoda First Nations, and the Otipemisiwak Métis Government of the Métis Nation of Alberta, Region 3. Parks Foundation acknowledge shared responsibility in moving towards a journey of Truth and Reconciliation, and are committed to working collaboratively with all members of the community on this journey.

The Role: Chief Executive Officer

The Chief Executive Officer (CEO) of Parks Foundation Calgary provides strategic and operational leadership for the organization. The CEO is responsible for executing the organization's mission, advancing its strategic priorities, and ensuring overall performance and sustainability. Reporting to the Board of Directors, the CEO oversees the Foundation's staff, programs, partnerships, finances, and public profile. This role also includes direct responsibility for fundraising, major donor relationships, government relations (particularly with Calgary City Councillors), and legal oversight.

The CEO needs to inspire confidence and enthusiasm among donors, sponsors, partners, and the broader community with a strong ability to engage meaningfully with diverse stakeholders at Park Foundation signature events and other community initiatives. This role demands strategic communication skills to articulate the organization's mission and impact in a way that resonates with diverse audiences. A CEO in this position must lead with authenticity, foster trust, and maintain a visible and consistent presence that reinforces the organization's brand and values year-round.

Stepping into the role of CEO following a longstanding leader will require a blend of strategic vision, emotional intelligence, and adaptive leadership. The new CEO must possess the ability to build trust quickly among donors, staff, Board Members and stakeholders while building on the legacy of their predecessor. They should be skilled in change management, balancing continuity with innovation to inspire confidence



during a period of transition. A collaborative and transparent approach is essential, alongside a clear commitment to mission impact, relationship-building, and operational excellence.

Key Responsibilities

Strategic Leadership & Governance

- Lead the development and execution of the organization’s strategic plan, in alignment with its mission and values.
- Work in partnership with the Board of Directors to support strong governance and effective oversight of organizational performance.
- Provide regular updates and strategic guidance to the Board, including financial, operational, legal, and reputational matters.
- Ensure compliance with all applicable provincial and federal regulations governing non-profit organizations.

Organizational Oversight & Team Leadership

- Provide direct leadership to six senior staff across finance, fundraising, project development, strategic initiatives, operations, and marketing.
- Oversee the performance, development, and culture of a 17-person team, fostering a collaborative and high-performing workplace.
- Ensure systems, processes, and resources are in place to support efficient operations and impactful program delivery.
- Oversee HR, IT, and risk management functions, in partnership with the Director of Finance and senior management team.



Fund Development & Donor Engagement

- Act as the primary fundraiser and relationship manager for major donors, sponsors, and philanthropic partners.
- Develop and execute strategies to attract new funding, expand donor networks, and grow financial support for both capital projects and operational needs.
- Work closely with the Director of Fund Development and Engagement to lead campaigns, cultivate relationships, and ensure donor stewardship.
- Represent the organization with key funders and prospective partners.

Government & Stakeholder Relations

- Lead high-level government relations, particularly maintaining strong working relationships with City of Calgary Councillors and administration.
- Advocate for public investment in parks, sport and outdoor spaces, and represent the Foundation in municipal planning processes.
- Build and maintain partnerships with civic, community, and non-profit organizations to support collaborative initiatives.

External Communications & Public Representation

- Serve as the chief spokesperson and public representative for the organization.
- Represent Parks Foundation Calgary in media, community events, public forums, and industry events.



- Ensure effective and strategic communication that enhances the Foundation’s visibility, credibility, and public engagement.
- Oversee brand integrity and marketing efforts in collaboration with the Marketing Manager.

Legal Oversight & Risk Management

- Oversee legal and contractual matters, ensuring the organization meets its obligations and manages risk appropriately.
- Consult with legal advisors and the Board on governance, compliance, and major agreements.
- Support development of policies and internal controls to protect the organization and ensure sound decision-making.

The Person

- Senior leadership experience in a non-profit or mission-driven organization.
- Proven ability to work effectively with a Board of Directors.
- Strong track record in fundraising, donor relations, and stakeholder engagement.
- Political acumen and experience working with municipal or government leaders.
- Operational and strategic leadership skills, with knowledge of finance, HR, and legal frameworks in a non-profit context.
- Outstanding communicator and relationship-builder.
- Commitment to parks, public space, and community impact.

Compensation

A competitive compensation package will be provided that includes health and RRSP benefits. Further details will be discussed in a personal interview.



Crescent Heights Rink

Express Your Enthusiasm

Parks Foundation values diversity, equity and inclusion, which are key components of their hiring practices.

If you would like to contribute to the future vision and mission of Parks Foundation Calgary, then we want to hear from you. Please email a convincing cover letter and tailored resume (PDF or Word document only) to **John Dugdale** at **calgary@leadersinternational.com** indicating the job title in the subject line of the email.

Leaders International Executive Search

www.leadersinternational.com