

Chief Executive Officer
Camp Quality USA



Reports To: Camp Quality USA Board of Directors

FLSA Status: Exempt

Position Type: Full-Time

Expected Hours of Work: 40 hrs/wk must be available Monday- Friday standard business hours

ORGANIZATION OVERVIEW

Camp Quality USA is a nonprofit organization dedicated to bringing positivity, fun, and laughter to children facing cancer and their families. Through residential camps, year-round programs, and community events, we create supportive environments where children can experience the joy of childhood while building resilience and lasting friendships.

SUMMARY

The CEO serves as the strategic and operational leader of Camp Quality USA, responsible for advancing the mission, vision, and values of the organization. This role requires a visionary, equity-minded leader who can foster a culture of inclusion, drive innovation, and ensure long-term sustainability. The CEO will work in close partnership with the Board of Directors, staff, volunteers, and community stakeholders to expand the organization's impact nationwide.

KEY RESPONSIBILITIES

Strategic Leadership

- Lead the development and execution of a multi-year strategic plan that centers equity, access, and community voice.
- Champion a culture of belonging and continuous learning across all levels of the organization.
- Represent Camp Quality USA with integrity and authenticity in national and international forums.

Fundraising & Development

- Design and implement inclusive fundraising strategies that reflect the diversity of the communities we serve.
- Build and sustain relationships with a broad range of donors, including individuals, foundations, and corporate partners.
- Ensure equitable access to funding opportunities across regional programs.

Program Oversight

- Ensure all programs are trauma-informed, culturally responsive, and accessible to children and families of all backgrounds.
- Use data and community feedback to evaluate and improve program quality and reach.
- Promote innovation in programming that reflects the lived experiences of diverse communities.

Financial Management

- Oversee budgeting, financial planning, and transparent reporting.
- Ensure compliance with nonprofit financial regulations and ethical standards.
- Maintain a sustainable financial model that supports long-term equity goals.



Team & Culture

- Lead and support a diverse, inclusive, and high-performing team.
- Foster a workplace culture rooted in equity, empathy, and accountability.
- Prioritize staff well-being, professional development, and inclusive leadership practices.

Governance & Board Relations

- Partner with the Board to ensure strong governance and mission alignment.
- Support board development with a focus on diversity, equity, and inclusion.
- Provide timely, transparent updates and strategic guidance.

Communications & Advocacy

- Serve as the public voice of Camp Quality USA, advocating for children with cancer and their families.
- Build partnerships with healthcare providers, community organizations, and advocacy groups.
- Promote inclusive storytelling that honors the voices and experiences of all families served.

PERFORMANCE METRICS

Strategic Execution

- Achievement of strategic plan milestones
- Growth in program reach across diverse communities

Fundraising

- Annual revenue growth (target: 10–15%)
- Donor diversity and retention
- Number of new inclusive funding partnerships

Program Impact

- Participant satisfaction (target: 90%+)
- Number of children and families served
- Equity in program access and outcomes

Financial Health

- Balanced budget with reserves
- Clean annual audit
- Administrative cost ratio below 20%

Team Leadership

- Staff engagement and retention
- Progress on DEI goals
- Leadership development and representation

Board Relations

- Board diversity and engagement
- Timely delivery of reports and updates

Public Engagement

- Media and public awareness
- Growth in inclusive digital engagement
- Advocacy outcomes and partnerships



Review Schedule

- Weekly: One-on-one with Board of Director President
- Monthly: Financial and program metrics review
- Quarterly: Comprehensive performance assessment
- Annual: Full evaluation with goal setting

SUPERVISORY RESPONSIBILITY

This position has supervisory responsibility for all levels of employees and volunteers. At time of position creation: 3 executive-level and 9 mid-level employees.

WORK ENVIRONMENT

Hybrid work environment, encompassing both home office/remote setting and outdoor conditions, involving exposure to varying temperatures such as heat, cold, wet/humid and dry/arid conditions. The employee must be adaptable to, environmental allergens, including but not limited to dust, mold, and pollen. The typical noise level in the work environment is moderate.

Physical Demands

While executing job responsibilities, the employee will frequently engage in verbal communication and auditory tasks. The role demands specific visual capabilities, encompassing close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. Additionally, the employee will routinely handle items, involving lifting and/or moving objects weighing up to 50 pounds. This dynamic role involves regular physical activity, including reaching, standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing stairs. The employee will frequently navigate outdoor environments on uneven ground. Additionally, the position necessitates extended periods of desk sitting, coupled with significant computer use.

Travel

Extensive travel is required to attend events, and meetings, or visit other departments. Travel requirement is 40%.

REQUIRED QUALIFICATIONS

Education & Experience

- Bachelor's degree in related field or comparable experience
- Proven executive leadership experience in a nonprofit or mission-driven organization.
- Demonstrated commitment to diversity, equity, inclusion, and belonging (DEIB).
- Strong background in fundraising, financial management, and strategic planning.
- Exceptional communication and relationship-building skills.
- Passion for children's health, equity, and well-being.

Core Competencies

- Exceptional organizational skills with ability to manage multiple complex projects simultaneously
- Strong attention to detail and commitment to accuracy in data management
- Excellent written and verbal communication skills
- Proven ability to develop and implement systematic processes and procedures
- Experience working with sensitive medical information and maintaining confidentiality
- Collaborative approach with ability to work effectively across departments
- Problem-solving skills and ability to adapt to changing program needs



Personal Attributes

- Passionate commitment to Camp Quality USA's mission
- High emotional intelligence and interpersonal skills
- Flexibility and adaptability in fast-paced camp environments
- Professional demeanor with ability to maintain confidentiality
- Positive, enthusiastic attitude that inspires others
- Is open to learning about and respecting different cultures, experiences, and viewpoints
- Participates in and supports company-wide DEI initiatives.

PREFERRED QUALIFICATIONS

- Master's degree in relevant field
- Certification in risk management, nonprofit administration, or youth development
- Experience with Camp Quality USA programs or similar medical/therapeutic camping organizations
- Background in healthcare administration or working with pediatric populations

COMPLIANCE & SECURITY REQUIREMENTS

This role handles extremely sensitive information requiring:

- HIPAA Compliance: Understanding of healthcare privacy laws and implementation
- Background Check: Comprehensive background screening due to access to sensitive child, family, volunteer, and donor information
- Confidentiality Agreement: Strict adherence to organizational confidentiality policies

EQUAL OPPORTUNITY STATEMENT

Camp Quality USA is an equal opportunity employer committed to diversity and inclusion. We welcome applications from all qualified candidates regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, or veteran status.