



Position Profile

President + CEO BC Games Society

July 2026

Harbour West Consulting

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BC Games Society



BC Games Society respectfully acknowledge the ləkʷəŋən (Lekwungen) People, also known today as the Esquimalt and Songhees Nations, and recognize that their work in this province spans the territories of more than 200 First Nations, as well as Métis and Inuit communities.

The BC Games Society (BC Games) is a not-for-profit society and Service Crown Corporation, which plays an integral role in the British Columbia sport system. The purpose of the society is to “provide an opportunity for the development of athletes, coaches, and officials in preparation for higher levels of competition in a multi-sport event which promotes interest and participation in sport and sporting activities, individual achievement, and community development.”

Based out of Victoria, BC Games works in partnership with governments, businesses and not-for-profit organizations, in and out of the sport sector, in the planning and staging of the Games. The organization serves as a leader in multi-sport event and volunteer management.

Following the philosophy of Helping Others Lead, BC Games staff conduct an extensive transfer of knowledge program and provide tools, resources and templates to the Host Society to assist volunteers to create and implement a high-quality event.

Mission

The BC Games Society is the leadership organization that guides the BC Winter and BC Summer Games and prepares Team BC for national multi-sport Games.

We build on the expertise and support of partners to create development opportunities for athletes, coaches, officials, volunteers, and communities.

Vision

We strive to inspire exceptional experiences through sport.

Useful Links

To learn more about BC Games Society, please visit: <https://bcgames.org/>



Position Responsibilities

Reporting to the Board of Directors, through the Chair, the President + CEO is responsible for the overall leadership and management of the BC Games, including strategic planning, financial stewardship, organizational development, stakeholder engagement, communications, as well as staff and volunteer leadership. The role shapes and advances organizational vision, ensuring strategic priorities, operations, and partnerships are aligned with its mandate to support athlete, coach, and official development, community engagement, and participation in sport across BC. The role builds on the organization's strong reputation and legacy by leading organizational sustainability, fostering collaborative relationships with government, sport, community, and corporate partners while promoting a barrier-free safe sport environment. The President and CEO plays a vital role in advancing the Society's long-term impact and ensuring the successful delivery of the BC Winter and BC Summer Games.

The salary for this position is \$145,000 - \$155,000. In addition, this opportunity is supplemented by a total compensation and benefits package working within a hybrid work model. Significant travel throughout BC and across Canada will be required. Evening and weekend work are critical aspects of this role, particularly during key game development and events, with flexibility provided throughout the year.



Key Opportunities

- Lead the delivery of the Strategic Plan to realize growth, impact, and sustainability through innovative service models and the expansion of social enterprise initiatives
- Define and set a vision for the organization within the framework of sustainability and fiscal responsibility within unknown, changing economic and social environments
- Develop and maintain positive and strategic partnerships with funders, community organizations, and the community at large
- Position the organization for long-term financial sustainability, overseeing funding agreements and exploring new opportunities
- Lead and foster a mission-driven team culture of professionalism, collaboration, and continuous improvement
- Ensure a barrier-free safe sport environment that supports diversity and inclusion

Key Responsibilities

Strategic Leadership + Governance

- Ensure effective implementation of the Service Plan
- Work closely with the Board to monitor, adapt, and refine service delivery in alignment with the sector, community, and funder requirements
- Recruit, guide and evaluate members of the Board, and determine an appropriate succession plan for the Board
- Build a positive relationship and facilitate effective communication with the Board to effectively and consistently contribute to the organization's overall goals and strategic objectives
- Provide effective support and ensure the flow of accurate and timely information to and from the Board
- Support the Board in fiduciary responsibility and financial activities
- Lead crisis management training across leadership staff and volunteers in host communities and the execution of the crisis communications plan when required
- Assume risk mitigation for all aspects of the Games

Administrative + Operations Management

- Support the development and ongoing adjustments to operational planning to best support the achievement of the Service Plan
- Lead province-wide outreach to identify and secure Bids for future Games
- Oversee the development, evolution, and implementation of policies, procedures, and practices
- Oversee the procurement and work of third-party consultants, vendors, legal, etc.
- Oversee the management of an annual total of approximately 4,000 volunteers
- Render discipline at Games to address inappropriate behaviour in order to make the Games safe
- Ensure alignment BC Games Society Constitution and Bylaws, provide for changes as necessary



- Establish risk management oversights and mitigation strategies including the required insurance for Board, staff, and related volunteers

Human Resource Management

- Employ the necessary staff to fulfil the strategic vision of the Board and meets the goals, objectives and mandate of the annual Service Plan
- Employ organizational development strategies, training, and professional development to maintain staff engagement, involvement, and employment longevity
- Develop, maintain, and lead a professional staff team including those with oversight in host communities
- Provide direction and guidance to all staff, as well as various contractors and suppliers
- Conduct formal annual performance reviews, and appropriate performance management follow-ups to coach and develop staff
- Develop and maintain personnel policies and procedures which align with the values and vision of the society
- Oversee for payroll and benefits plans for staff

Financial Management

- Prepare and present an annual budget that meets the directives and policies of the Board
- Oversee internal and external audit requirements
- Be responsible for the reconciliation of accounts payable, credit card, staff expenses and grant funding disbursement
- Secure alternative funding sources to manage rising costs for delivering on mandate
- Forecast and monitor the income and expenses; report and address variances in a timely manner
- Be responsible for the Agreement for Financial Assistance with host communities and oversees financial management by host communities
- Manage financial legacy program to ensure appropriate allocation of grant funding
- Ensure all related financial reporting is completed as per required timelines set by government
- Develop and update procedures, guides policies, systems, and templates for host communities

Communications + Community Relations

- Develop and maintain a current marketing and communications strategy
- Communicate, promote, and maintain the society's image and identity
- Serve as the spokesperson and advocate for the organization
- Establish and maintain positive working relationships with government officials (elected and non-elected), corporate and business partners, sport sector partners, community leaders and core volunteers
- Provide regular reports to Minister responsible on status of the Games and organization
- Participate on provincial multi-sport Games committees



Key Relationships

- Reports to: Board of Directors
- Oversight of: Senior Manager, Operations + Technology
Senior Manager, Marketing + Communications
Senior Manager, BC Summer Games
Senior Manager, BC Winter Games
Senior Manager, Team BC
- Engages with: Board of Directors
Staff + Volunteers
Government
Provincial + National Sport Agencies
Sector Partners
Host + Member Communities
Media
Other Funders
Vendors + Consultants
Public + Community Members

Budget

This position oversees a budget of \$2,400,000.



Candidate Qualifications

This is an excellent opportunity for a leader and visionary who is committed to working across government, community, corporate, and sport sector environments. The President + CEO will have a proven track record of building partnerships, leading large-scale initiatives and events, while developing high-performing teams and cultures, and managing volunteers, committees, and diverse stakeholder groups. The successful candidate brings experience leading complex organizations, developing and executing strategic and service plans, to achieve long-term objectives. The President + CEO is a trusted advisor with strong business acumen and the ability to provide leadership across governance, finance, human resources, risk management, communications, and organizational development. A degree in business administration, sport management, or a related field is preferred, combined with extensive leadership experience. An equivalent combination of education and experience will be considered.

Competencies

- Strategic leadership and the ability to develop and operationalize organizational vision, priorities, and long-term plans
- Experience working with and/or reporting directly to a Board of Directors with a demonstrated understanding of board governance working with and supporting Boards of Directors
- Financial acumen and demonstrated experience overseeing budgets, funding agreements, resource allocation, and organizational sustainability
- Organizational leadership with experience in human resources, organizational development, and performance management
- Stakeholder engagement and partnership development across government, community, corporate, and sport sector partners
- Experience negotiating agreements and managing complex, multi-stakeholder relationships
- Community development knowledge and the ability to build capacity within host communities and partner organizations
- Understanding of governmental processes and practices, and the provincial and national sport system
- Experience leading large-scale events, volunteer-driven programs, and committees
- Strong communication, public relations, media relations, and issues management capabilities
- Ability to provide strategic counsel on governance, policy, finance, human resources, and organizational priorities
- Ability to foster high-performing organizational cultures and drive employee engagement
- An innovator who identifies emerging opportunities, trends, and best practices and aligns organizational strategies accordingly
- Experience leading organizational change, operational excellence, and continuous improvement



Interpersonal Skills

- A leader who teaches, coaches, mentors, and develops staff and volunteers
- An ambassador who advances the organization and its partners through relationship building, networking, personal influence, and political acumen
- Exceptional relationship-building skills and the ability to develop trust with diverse stakeholders
- Strong collaboration skills and the ability to bring people together around shared goals
- Ability to influence, persuade, and build consensus among diverse groups
- Coaching, mentoring, and people development capabilities
- Political acuity and diplomacy in complex environments
- Sound judgment and thoughtful decision-making
- Adaptability and resilience in the face of change and uncertainty
- Innovation and continuous improvement mindset
- Integrity, accountability, and professionalism
- Executive presence and credibility as an ambassador, spokesperson, and organizational leader
- Strong communication and interpersonal skills
- Ability to inspire trust, foster engagement, and build a strong organizational culture
- Commitment to open communication, partnership, and positive working relationships
- Ability to navigate complexity while maintaining focus on organizational outcomes
- Ability to make decisions where no precedent exists, and outcomes are not known



Vancouver Island, BC



Internationally renowned for spectacular scenery and attractions, Vancouver Island is the largest island in the West Coast of North America. This tranquil setting is home to 460 kilometers of coastline and old-growth trees, including two national parks and a mountain recreation destination. The region has the mildest climate in Canada with popular travel destinations that include Tofino, Mount Washington, Cathedral Grove, and the Pacific Coast Trail.

Greater Victoria Area

BC Games Society is in the Greater Victoria Metropolitan Area, with a population of over 400,000. Victoria has become known as a high-tech hub and the center for government and innovative social policy. The area boasts a variety of communities, housing options, and community infrastructure. Residents enjoy frequent blue-sky days, limitless outdoor activities, and a variety of growing and local businesses.

Useful Links

To gain insight into housing prices in, and around Victoria, BC, please visit: <http://www.realtor.ca>



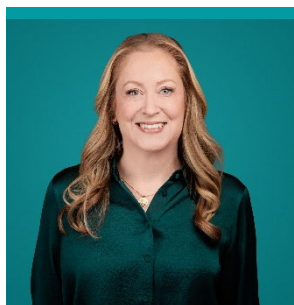
Equity, Diversity, Inclusion + Accessibility

HWC + BC Games Society believe equity, diversity, inclusion, and accessibility are essential for the organizations we serve to achieve the business goals they strive for. We believe that everyone - no matter their gender, racialized identity, ethnicity, sexual orientation, age, ability, religion, political beliefs, family status, socioeconomic status, citizenship status, or Indigenous status – should have equitable access to our services, jobs, and opportunities. We strive to ensure processes unfold in a fair, transparent, timely, and open manner to include individuals previously underrepresented or discouraged from participating.

Contact Us

Should you be interested in learning more about this opportunity with BC Games Society, please contact Carol Robinson or Maria Wentzel at 604-998-4032 or forward your resumé and a letter of introduction to info@hwest.ca.

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority. We will respond to all who express interest.



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