



## Overview

The Canadian Camping Association is a national non-profit organization comprised of provincial camping associations. Founded in 1936, the current mission of the CCA is to be a national federation dedicated to the growth, development, and promotion of organized camping for all populations in Canada.

The historical objectives of the CCA are:

- to further the interests and welfare of children, youth, and adults through camping, which is a healthy, educational, character-building, and constructive recreational experience.
- to act as a coordinating body for camping throughout Canada.
- to encourage the development and maintenance of high standards in camping.
- to study all aspects of camping and to interpret and disseminate knowledge concerning pertinent developments and regulations.
- to provide guidance, advocacy, and resources for camping leaders.

The CCA has gone through significant change in the last 12 months (leadership, board composition, services, function). In consultation with our Provincial Camping Association members, there is an expressed need to completely reorganize and restructure the CCA.

Foundational documents for the CCA are available on our website (<https://ccamping.org/about/>)

Due to the changing nature of our industry and communities, the Canadian Camping Association is looking to undertake a reorganization and strategic planning process at the highest level to redefine our mission, vision, and values, as well as the offerings provided to our professional members across the country. This is to ensure our Association is able to grow beyond the scope of this reorganization with assured stability from the reorganization process.

## Scope of Work

Deliverables with Phases

### 1. Environmental Scan/Market Analysis/Review of Current Structure

Analyze the composition and representation of the BOD

Powers and decision-making process between staff and board

### 2. Audit Governance and Bylaws

Assess need for committees and terms of references

New committees and references

New bylaws (please review existing bylaws)

3. Multiple High-Level Proposals of new Structure (minimum 2)  
What would your finished product look like at this stage?
  
4. Create Final Restructure Document (from the selected proposal)
  - a. Strategic Plan (quarterly breakdown)
  - b. Budget
  - c. Updated Bylaw and Governance Models
  - d. Structure of committees
  - e. Staff Structure
  - f. Critical Path and Timeline (road map)
  - g. Mission, Vision, Values
  - h. Additional work products under the recommendation of the successful consultants.

Posting Date:  
September 1, 2022

Close Date:  
September 30, 2022

Interview and Selection Process:  
October 1 - October 31, 2022

Anticipated Start Date:  
November 1, 2022

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