



Alignment Profile

General Secretary

CHRISTIAN REFORMED CHURCH
NORTH AMERICA



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ABOUT THE CRCNA

The Christian Reformed Church in North America (CRCNA) is a diverse family of healthy congregations, assemblies, and ministries expressing the good news of God's kingdom that transforms lives and communities worldwide.

The mission of the CRCNA as people called by God is to:

- Gather to praise God, listen to him, and respond,
- Nurture each other in faith and obedience to Christ,
- Love and care for one another as God's people,
- Commit ourselves to serve and to tell others about Jesus, and to
- Pursue God's justice and peace in every area of life.

The Council of Delegates of the CRCNA has recently approved and established search committees to find candidates to serve in two of three key positions to lead the church as it goes forward into today's challenging times. The two positions are General Secretary and Chief Administrative Officer of the CRCNA. The CRCNA Canada Corporation is currently in the process of appointing a search committee for a new Executive Director-Canada.



CHRISTIAN REFORMED CHURCH NORTH AMERICA

Position	General Secretary
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Locations	Burlington, ON Grand Rapids, MI
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Reports To	Council of Delegates
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Metric Snapshot	<i>1,057 Congregations</i> <i>211,057 Members</i> <i>239 FTEs</i> <i>\$43.5M Budget</i>
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Website	www.crcna.org
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Socials	facebook.com/crcna twitter.com/CRCNA instagram.com/crcna/
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FIVE C'S OF A GREAT FIT

CHARACTER

- Enlivened and deepening spiritual life that reflects the ongoing work of the Holy Spirit.
- Sensitive and caring shepherd.
- Emotional health and resilient spirit.

CALLING

- Able to give testimony to his or her love for the Lord and the local church.
- Able to articulate how the Lord has been preparing him or her for the role of General Secretary.

CREDENTIALS

- Master of Divinity degree.
- Ten years pastoral experience.
- Experience shaping the culture of an organization while leading it through a season of change into a new future.

COMPETENCIES

- A pastor known for fostering organizational unity and health, conviction and compassion, and a non-anxious presence.
- A gifted communicator able to clearly and persuasively speak to individuals and groups of all sizes.
- A diplomatic leader who understands the times and their implications for life and ministry.

CULTURE

- Energized by the challenge of shaping an organization's culture.
- Thrives serving a bi-national, multi-cultural denomination.
- Loves to travel in order to build relationships through personal encounters with a wide variety of people groups.



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ABOUT THE POSITION

Scope of the Position

The General Secretary's responsibility is to nurture the shared mission of the Christian Reformed Church in North America (CRCNA) and to ensure the effective implementation of this mission through the CRCNA Ministry Plan in Canada and the United States. The General Secretary will shape and embrace an organizational culture that supports an effective partnership and collaboration between the ministry boards, agencies, partners, and staff that serve the CRCNA. The General Secretary will nurture strong ecumenical relationships and will keep the CRCNA attentive to Synod's long-term vision for its mission in the world, both locally and globally.

Roles and Responsibilities

- Mission:
 - Serves as an effective partner with Synod and the Council of Delegates in nurturing a culture that advances a shared mission for the Christian Reformed Church in North America.
 - Ensures that each ministry agency and ministry partner is strategically and operationally aligned with the mission.
 - Nurtures strong ecumenical relationships and will keep the CRCNA attentive to Synod's long-term vision for its mission in the world, both locally and globally.
 - Prompts and mobilizes missional engagement by imagining possibilities, promoting learning opportunities, sharing stories and best practices, and facilitating use of resources for mutual learning.
- Synod and the Council of Delegates:
 - Board learning and development
 - Communications & logistics
 - Miscellaneous functions



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ABOUT THE POSITION

Roles and Responsibilities (Continued)

- Leadership:
 - Serves as a rallying point in times of crisis and as a voice of our shared faith.
 - Assumes a pastoral stance of nurturing, guiding, and setting the tone for leadership and service in the CRCNA.
 - Provides pastoral support to all ministry leaders and partners to build and support an organizational culture that promotes partnership, innovation, and accountability.
 - Provides regular and ongoing communication to the denomination, using multiple media platforms and publications.
 - In partnership with the Chief Administrative Officer operates an administrative and ministry leadership system that builds staff capacity, engagement, learning, satisfaction, and succession.
- CRCNA Ministry Plan:
 - Serves as leader and partner in the design and development of the CRCNA Ministry Plan, ensuring that it is aligned with the decisions of Synod.
 - Ensures that the culture of Ministry Planning and Integration is based on a cycle of strategic thinking, planning, innovation, and evaluation.
 - Brings administrative and ministry leaders, partners, and staff together to ensure consistent implementation of Joint Ministry Agreements to advance the priorities of the CRCNA Ministry Plan.
 - Ensures that the relevant governance groups, including the Council of Delegates, have provided the necessary reviews and approvals.
 - Ensures that an annual Ministry Plan report is provided to Synod, supplying progress updates and identifying future ministry needs, opportunities, and making recommendations.



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ABOUT THE POSITION

Roles and Responsibilities (Continued)

- Ecumenical Relations:
 - Invites ecumenical guests to Synod and nurtures those relationships.
 - Consults and coordinates the ministry leaders and partners on international ecumenical and interfaith matters.
 - Is responsible for advancing the work of the Ecumenical and Interfaith Relations Committee by serving as an ex officio member of the committee and serving as Ecumenical Officer of the CRCNA.
 - Works closely with the Executive Director-Canada as outlined in the Joint Ecumenical Agreement.
- Synodical Services:
 - Supervises the offices and staff of Synodical Services to ensure the delivery of services and synodical functions.
 - Serves as an ex officio member of the Candidacy, Historical, Judicial Code, and Ecumenical and Interfaith Relations committees.
 - Is responsible for the oversight of the budget processes for Synodical Services, synodical study committees, and task forces.
- Other Duties: Performs such other duties as Synod or the Council of Delegates shall direct.



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THEOLOGICAL
SEMINARY



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ABOUT THE POSITION

Personal and Professional Characteristics

Personal:

- A strong, vibrant Christian faith marked by spiritual humility and moral integrity.
- Understands the life and polity of the CRCNA.
- Able to provide exceptional leadership within a multiagency and binational denomination.
- Familiarity with the CRCNA, its history, its churches, its ministers, its lay leaders, and its ministries in both Canada and the United States.
- Has the capacity to listen and learn.
- Able to bridge diverse perspectives and inspire trust.
- Executive presence.
- Effective steward of the authority of the position.
- Sound judgment and wisdom in decision making.
- Compassion for people who are poor, lost, or disenfranchised.



Professional:

- A minimum of a Master of Divinity degree.
- Ordination as a Minister of the Word in the CRCNA.
- Experienced and effective organizational communicator.
- A minimum of 10 years of pastoral experience or a combination of chaplaincy, local church, educational, or relevant professional/organizational institutional leadership experience.
- An exceptional knowledge and understanding of Reformed church polity and matters of Church Order interpretation and application.



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