



CBM
*embracing a broken world
through word & deed*

Full Time Employment Opportunity **EXECUTIVE DIRECTOR**

Canadian Baptist Ministries (CBM) encourages passionate discipleship in local and global mission. CBM exists to serve local churches in their mission efforts. Internationally, CBM works strategically with and through a network of 18 partners in 16 core countries in ministries such as grassroots leadership formation, global discipleship, theological education, evangelism, sustainable community development, and peace-building. See more at: <http://www.cbmin.org>.

Position Overview

The Executive Director (ED) of CBM, appointed by the Board of Directors for a 5 year term, gives visionary leadership to the national and international mission and ministries of CBM. Accountable to the Board, the ED is responsible for the interpretation and implementation of the policies established by the Board within CBM's governance framework, in order to meet the strategic purposes and outcomes of the organization.

Key Responsibilities:

% of Time

Spiritual and Strategic Leadership:

30%

- Uphold and promote CBM's theological approach to missions and foster staff spiritual development.
- Lead the development and implementation of strategic and operational plans and special initiatives to realize the vision and accomplish the missional outcomes of the organization.
- Compellingly and regularly communicate CBM's vision and impact to all staff, partners, Constituents, stakeholders, Baptist churches, and the donor community, to build a committed following who will promote and invest in CBM.
- Establish priorities and work alongside senior leadership, staff and the Board to achieve strategic outcomes.

Financial and Ethical Oversight

30%

- Oversee the development and implementation of fund-raising strategies and donor base expansion.
- Cultivate and manage major donor relationships to increase this segment, and engage and work with staff to secure existing supporters and new funding sources so that revenue goals are met.
- Establish and maintain sound financial management practices so that CBM's assets, both tangible and intangible, are protected.
- Model and lead staff in careful stewardship and provide the fiscal discipline necessary to keep CBM on a strong financial footing.
- Ensure that CBM operates within the criteria of the prudent, ethical behavior determined by the Board, in accordance with Christian principles as outlined in our statutes, bylaws, Lifestyle Agreement, and Child Protection Policy.

Engagement and People Development

20%

- Build strong and productive relationships with all constituents based on a spirit of mutual respect, trust, cooperation and collegiality.
- Through intensive engagement and communications efforts, mobilize existing and potential followers to support CBM on a long term basis.
- Build and retain a strong, cohesive executive team and empower other key leaders, both in Canada and internationally, who will collectively strive to make CBM the best it can be.
- Invest significant time in the senior team, infusing them and all staff with a passion for CBM's mission.
- Lead direct reports effectively, coaching them to provide strong leadership and communications within their own functions.
- Foster leadership and succession development, creating a learning environment in which staff can grow and develop professionally to maximize their contributions.

Constituent and Partner Relations:

20%

- Provide information, counsel, and strategic knowledge to support CBM's Board in its governance role.
- Work in a collaborative way with the Board to support member interests and leverage capacities.
- Facilitate the identification, development and ongoing effectiveness of strategic partnerships nationally and internationally.
- Strategically identify and engage with the Canadian and global partners, key networks and alliances within the Baptist sphere and beyond (e.g. Baptist World Alliance, Evangelical Fellowship of Canada) through which CBM can further its impact.

Qualifications/Expertise Required:

- Committed to growing in relationship with God; engaged in personal spiritual disciplines
- Must be, or be willing and eligible to become, an active member in a Canadian Baptist church
- Master's level degree, preferably in theological education. Doctoral degree an advantage.
- Solid understanding of, and experience in, current missiological issues
- Clear understanding of Canadian Baptist life
- Must accept CBM's Core Values (see www.cbmin.org)
- Willing to sign CBM's Lifestyle Agreement and Child Protection policy
- Solid experience in lay or pastoral ministry settings and/or leading a Christian non-profit organization
- Demonstrated understanding of complexities and sensitivities involved in cross- cultural ministry
- Strong commitment to facilitating and enabling the local church to grow in integral mission and global discipleship
- Able to create and present a compelling vision of CBM's mission, values, and goals in a wide variety of church, donor, and other constituent settings
- Demonstrated spiritual and organizational leadership success in a complex and changing environment
- Well-established ability to network and build effective working relationships with a wide range of stakeholders, including staff, churches, donors, national and global partners, etc.

- Demonstrated strength in fundraising expertise and track record in a similar environment, especially with major donors
- Proven results in leading and mobilizing strong, competent senior teams for productive results
- Financial management and operations expertise
- Collaborative, inclusive yet action-oriented leadership style which achieves strategic outcomes
- Excellent strategic and critical thinker, ability to navigate through opposing viewpoints to achieve consensus
- Strong writing and social media skills, proven track record of effective use
- Appreciation of and ability to lead ecumenical and inter-organizational alliances
- Fluency in second language preferred
- Willing and able to travel extensively nationally and internationally

Personal Characteristics:

- Integrity - grounded in own identity in Christ
- Strong sense of calling and commitment to all aspects of the role
- Humility – teachable, open to and seeking feedback
- Team player – enjoys group brainstorming/decision making and championing teams, shares power and authority appropriately
- Capacity to handle heavy and diverse workload
- High levels of adaptability and flexibility; thrives in a fast paced, action-oriented environment
- Very creative, enjoys big picture and long term thinking
- Excellent listening and observational skills – ability to assess and understand a wide variety of contexts and adjust accordingly
- Genuine enjoyment of people and different cultures, capacity to relate easily to a wide range of people and situations for extended periods of time

Application Process:

Please send your resume and a comprehensive summary of your personal philosophy of mission, as well as how you have reflected this in your life, to:

Pat Cross, HR consultant, at pcross2160@rogers.com.

Applications will be accepted until **July 31, 2015**, or until a suitable candidate is found.