

# **CBWC Executive Minister Job Posting**

## **Fall 2016**

**Position:** Executive Minister of the Canadian Baptists of Western Canada (CBWC)

### **About the CBWC**

The Canadian Baptists of Western Canada is a Christ-centred community of churches. We have a 3-fold purpose: Inviting Faith. Acting in Mercy. Cultivating Leaders. Churches within the CBWC are in all 4 western provinces, the Yukon and the Northwest Territories. 185 congregations, plus about 20 church plants, belong to the CBWC, serving about 20,000 members and many more worshippers in churches large and small, rural and urban. We worship God in multiple languages. Our denominational offices are in Vancouver and Calgary with smaller offices spread throughout our regions.

Our theology represents balanced Christian values in an evangelical tradition. We reach out to our neighbours to share the good news of Christ through ministries that share God's love in our communities, both locally and internationally. Everywhere, in word and deed, Christ is proclaimed.

Baptists share a common faith with all Christians, yet there are some beliefs that set us apart from other denominations. Here are some of our key beliefs: priesthood of all believers, congregational governance, separation of church and state, ordination of women, marriage as the union of one man and one woman and sexual behaviour within the context of monogamous heterosexual marriage. We believe there are 2 ordinances (baptism and communion) and we practice believer's baptism by immersion. Our churches celebrate communion on a regular basis. (For further details, please see our website at [cbwc.ca](http://cbwc.ca))

### **Position Summary**

The Executive Minister serves as Chief Executive Officer (CEO) and Spiritual Leader of the CBWC. S/he provides collaborative leadership, clearly communicating the agreed upon vision of the CBWC by making personal contact with the constituency. The Executive Minister will work with the CBWC board, facilitating board development opportunities that will help the CBWC board further develop an understanding of the future vision and identity of the denomination. The Executive Minister is the Chair of Executive Staff and has overall responsibility for all CBWC staff and ministries. S/he represents the CBWC in the broader community while also seeking the growth of local churches and leaders. S/he understands the importance of fiscal responsibility and works with his/her team to continue developing sustainable fundraising efforts and realistic ministry goals.

The Executive Minister is a creative and innovative individual who has an ability to see the broad picture, demonstrates strong relational connectedness, is gifted in equipping others and has a passion for the Gospel and the renewal of Christ's church. S/he ensures that the mission of the CBWC is achieved and its directives and policies are adhered to. In order that s/he can accomplish these things, the Executive Minister will be a person of prayer with a biblical focus and a moderate theology. S/he will display signs of spiritual maturity, such as those described in the Beatitudes, 1 Corinthians 13 and the Fruit of the Spirit. The individual's love for Jesus will be evident at a personal and professional level.

## **Accountability**

The Executive Minister reports to and is accountable to the CBWC Board for all aspects of the operations of the CBWC. S/he will work with the CBWC board executive to set up a mutually agreed upon professional mentor and a mutually agreed upon spiritual coach who will help the Executive Minister grow in areas of weakness and be personally renewed for the challenging tasks of the position.

## **Job Duties and Responsibilities**

1. To function as the Chief Executive Officer of the CBWC and to be ultimately responsible to the Board for all operations and matters concerning the denomination. In all matters, the Executive Minister adheres to the principles of Policy Governance and operates within the Executive Limitations established and approved by the CBWC Board.
2. To lead the denomination in promoting the mission & vision of the CBWC as established with and by the board. Please note that it is the responsibility of the board to establish the vision. The executive minister seeks to equip the board in establishing direction and then becomes a key voice in championing the vision.
3. To work with the CBWC board executive to plan, initiate and evaluate the success of regular structured and informal opportunities throughout the constituency for pastors and church leaders to dialogue with the Executive Minister, Executive Staff and the CBWC Board. The goals are to discuss matters of interest concerning CBWC priorities, ministry and work and to seek to strengthen understanding and support of denominational, regional and local ministry initiatives, programs and projects. It is expected that these efforts will involve a balanced mix of in person and social media methods to achieve maximum impact.
4. To utilize and be responsive to opportunities to celebrate CBWC life and identity through involvement in denominational, regional, church, ministry and agency events and special occasions (eg. Assemblies, Conferences, Funerals, Celebration Dinners, Leadership Forums etc.).
5. To champion the renewal of CBWC churches and ministries and to support and encourage church health and planting through covenantal relationships established with our churches. To work with executive staff to continue growing the number of churches in the CBWC. To seek to help churches address their current challenges, such as spiritual immaturity, apathy, brokenness and changing cultures so that churches become increasingly vibrant.
6. To provide leadership and support to the pastors of the CBWC in conjunction with executive staff and our partnering ministries that build denominational identity and professional competence. To seek to help leaders at the local level to address challenges in their roles, such as equipping & motivating others, understanding their roles, addressing isolation and improving time management. As part of this, to facilitate the training & integration of young leaders and looking for opportunities to provide training & equipping at local levels for emerging and current leaders.
7. To oversee fundraising efforts, ensuring that we have the funds required to grow agreed upon ministries. To provide spiritual leadership that spurs churches and individuals to pursue financial giving as priority.
8. To collaborate with the President of the CBWC board to prepare the agenda items and necessary reports for board sessions. To collaborate with the board executive to renew the board through continuing education, board training, generative governance, strategic plan-

ning & policy review/alignment. To work with the board executive to establish protocols and metrics for annual reviews of all executive staff including himself/herself.

9. To serve as chair of the Executive Staff and the Ministerial Credentials Committee (MCC), ensuring that these leadership groups function efficiently and effectively in accomplishing their established goals and objectives.
10. To represent the CBWC on the Carey Theological College Board, the Canadian Baptist Ministries Board and as Shareholder for both the Mustard Seed Calgary and the Canadian Baptists of Western Canada Foundation. To support and provide leadership to all other CBWC committees, task forces and working groups as an ex officio member to assist them in achieving their goals and objectives. To ensure good relationships, growing partnerships and liability risk management with our churches, camps and all other partnering ministries.
11. To act as Chief Staff Spokesperson for the denomination on all significant matters expressing commonly held views in necessary communications and dialogues with media, governments and their agencies and any other relevant external groups or organizations. To seek to tell the stories of the denomination in our midst and to the outside community. This responsibility may, if circumstances warrant and at the discretion of the EM, be delegated to another CBWC staff member.
12. To represent and advocate for the CBWC with national and international interest and/or affinity groups (eg. Canadian Baptist Ministries, Canadian Baptist partner denominations, Baptist World Alliance, Evangelical Fellowship of Canada, Canadian Council of Churches, Canadian Council of Christian Charities, etc.) and with government agencies or other relevant external organizations. To support and contribute to national ministry efforts with our sister denominations. These responsibilities may, if circumstances warrant and at the discretion of the EM, be delegated to another CBWC staff member.
13. To assume any other duties and responsibilities as directed by the President, Table Officers, Board, or Assembly of CBWC.

## **Terms of Employment**

1. Full time, five (5) year appointment, with potential for contract renewal.
2. Start date is Spring 2017 with exact start date to be negotiated.
3. Location (Vancouver or Calgary) to be negotiated with search committee.
4. Salary, benefits and vacation to be discussed with those selected for interview.

## **How to Apply**

Candidates are asked to send their resume and Ministry Information Profile (MIP)\* to:

Rev. Kayely Rich  
[shalomconsultants@sasktel.net](mailto:shalomconsultants@sasktel.net)

\*MIP can be found on the CBWC website: <http://cbwc.ca/careers/pastors/>

*Applicants are strongly encouraged to apply by December 31, 2016 as the search committee will be creating a short list of candidates at the beginning of January 2017. The position will remain posted until it is filled.*