

# General Secretary For Council for World Mission

## Information Pack for Applicants **2019**



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# Brief on CWM

# Council for World Mission

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## The Brief

### i. God's Mission Community

In the context of the Roman Empire, where Jesus carried out God's mission as liberator, he proclaimed and modelled a different world and named it the Kingdom of God (Mark 1: 15). The key characteristics of this alternative kingdom are righteousness, peace and joy (Rom. 14: 17), organised on the foundation of God's liberating vision and values. Jesus Christ called and commissioned his disciples to proclaim this alternative vision until the end of the age (Mt. 28: 18-20).

CWM understands itself to be a mission community, called to live out God's mission imperative, given by Jesus to the first disciples. The early missionaries of this organisation made great personal sacrifices to share this Gospel with the world, despite the influence of colonialism reflecting the dominant culture of the era, which led to compromises along the way. As we reflect on our journey, we confess where we have missed the mark and recommit ourselves to the journey of witnessing to the authentic, liberating Gospel of Jesus Christ, which is meant to transform the current life-destroying civilisation into the life-flourishing household of God (Oikos).

In a world, corrupted by absolute power, where human greed drives the economy, divides peoples and destroys the environment, CWM dares to proclaim the good news of Jesus Christ, the loving God of life, and seeks to practice a life-affirming alternative, based on justice for all.

### ii. The Organisation

CWM is a partnership of churches in mission, with a commitment to the mutual sharing of people, ideas and money to advance God's mission in the world. This partnership of 32 member churches spans over 40 countries and with over 50,000 congregations, set in local communities. CWM facilitates and supports the development of vision, missional strategy and resources that will equip and empower churches/congregations to engage in God's life-giving mission. Working through member churches, the ecumenical community and people's movements, CWM ensures that its strategic objectives are met by engaging leadership that gives clear direction and facilitates programme development to serve its missional purpose.

As an international charitable organisation, CWM is compliant with charity legislation and regulations in each of its operational jurisdictions. As a mission community, its identity informs its action and frames its relationships. As such CWM balances its fiduciary responsibilities with its missional mandate, seeking at all times to be faithful stewards of its calling, as disciples of Christ, and to embody its values and principles.

### iii. Operating environment

The environment in which CWM operates is diverse, dynamic and daring. This description applies across the broad spectrum of member church religio-cultural, socio-political and economic communities.

CWM, as a corporate community, exists and functions under the common vision of fullness of life through Christ for all creation. This common commitment beckons the missional church into a partnership that lives out radical discipleship, following and engaging in Christ' life-affirming mission action. Consequently, for the period 2010 to 2019, CWM's work encompasses a variety of areas and issues, including evangelism, worship, discipleship, health and education, leadership development, human trafficking, children and young people, climate change, economic justice and militarisation and conflict.

These missional challenges confront CWM with an obligation to dare the "troubled waters" (John 5: 4), working in partnership with others, to overcome all that threaten life in fullness for all creation. The contextual missional differences and challenges that shape CWM's identity and witness have heightened radical engagement because of the varied histories of slavery and colonialism; indigenous and settled peoples; conquests and kingdoms. CWM, therefore, in faithful obedience to Jesus of Nazareth, seeks to engender life-affirming actions especially with people living on the margins (Luke 4: 14-30). This mandate is in response to its self-understanding and missional identity - "Called to partnership in Christ, to mutually challenge, encourage and equip churches to share in God's mission."

The missional mandate of CWM has been challenged in recent years by global threats to life that necessitates urgent focus on subjects such as evangelism in the context of empire, climate change, economic justice, borders and occupation, among others. Also, CWM has embraced other issues such as "Building an inclusive community - moving beyond accommodation to affirmation and advocacy for and with people living with disabilities", in response to the changing missional environment.

The changing socio-political and environmental landscape unleashed by the forces of globalisation and forces of neo-liberal capitalism, in partnership with systems of militarism, have mutated into the contemporary expressions of empire. This global force, with its evil signature, has manifested itself in a variety of life-destroying ways. CWM understands that this is the context in which it is called to share in God's mission.

#### iv. CWM's life-cycle stage

CWM's missional development since 1977 has revolved around its strategic/founding objective(s), as a partnership of churches in mission, "to spread the knowledge of Christ throughout the world, that is to say, to further the work of Christian mission throughout the world". In seeking to do so CWM commits to sharing resources and personnel in keeping with its ethos of 'mission from everywhere to everywhere'. CWM has constantly and consistently endeavoured to sharpen its prophetic witness by continually seeking to discern what God is saying and doing, through the reading of the signs of the times in various contexts and different epochs.

##### a. CWM 2010-2019 Strategy

The 2010-2019 strategic framework that has shaped CWM's programmatic engagement, is woven around the vision, 'Fullness of life through Christ for all creation" (John 10:10). This vision is the life-affirming thematic thrust and theological undergirding for CWM for such a time as this. Informed and propelled by that vision and ethos, CWM presently engages six programmatic areas:

- **Discernment and radical engagement**, a bold and daring demonstration of discontent with the life-denying global landscape, resulting in critical contextual and counter-imperial hermeneutical reflection, research and engagement with the Bible and theology.
- **Mission support**, accompanying member churches in their quest to hear God's cry and lament; to recall and engage their missional stories; and to work in partnership with others, in an environment of mutual challenge, encouragement and equipping, for God's mission in context.
- **Capacity development**, through ongoing academic accompaniment and other strategic capacity development initiatives, among member-churches and the ecumenical community, to facilitate life-transforming and cutting-edge missional engagement
- **Leadership formation**, an attempt at engaging and equipping the next generation of leaders to confidently and courageously participate in radical Christian worship and discipleship, subverting the forces of empire and envisioning "another world", marked by Shalom (Rev 21: 1-4).
- **Partner in mission**, a multi-directional, "from everywhere to everywhere", sharing of people, in living out the post-colonial partnership paradigm of mutuality, asserting the principle of giving and receiving by everyone, for doing God's mission among the 32 member-churches and beyond
- **Cutting edge mission initiatives**, a disposition, on the part of Management, to remain open to discerning the movement of God's Spirit and to act in prompt obedience, in addressing such emerging issues that beckon a discipleship response

### **b. CWM 2020-2029 Strategic Planning Process**

CWM has embarked on another process of stock-taking, discernment and planning in order to develop a strategic framework to inform and guide its engagement with God's mission for the next decade, 2020-2029. This open and dynamic process is about listening, learning and responding. It is a stake-holder driven exercise, meaning that a wide-cross section of participation is invited from all who share interest in the work of CWM; and the outcome from this process, accompanied by prayer, meditation and waiting, will yield the framework for this next period of CWM's journey.

With an ever-renewed commitment to work through member churches and in partnership with the ecumenical community, CWM is exploring the character, content and form of its missional engagement for this next period. That which is emerging from the process so far, is an ever-renewing call to locate the liberating gospel of Jesus Christ at the very centre of all engagement with the emerging issues across the social, political and economic global landscape; and to reimagine church as a community of disciples, called to embody and announce God's gift of love, grace and mercy to the whole world. Themes such as religious conservatism, legacies of slavery, nationalism, migration and the 4<sup>th</sup> industrial revolution, with technology, humanity and mission as interlocking consideration, will beckon a response from CWM in this next period. Reclaiming evangelism as proclamation of the alternative to the present life-denying and death-dealing culture; and embracing spiritualities of life as that which gives meaning to our existence and relationships, will inform the urgent and compelling agenda for the Church in this next decade.

### **c. Geographical Spread and Reach: Opportunities and Challenges**

In an era of diminishing global ecumenism, CWM recommits itself to global, regional and national ecumenical engagement, mutual sharing and accountability. Through partnership with key global ecumenical bodies, such as World Communion of Reformed Churches (WCRC), World Council of Churches (WCC) Community of Churches in Mission (CEVAA), United Evangelical Mission (UEM), World Student Christian Federation (WSCF) and World Association for Christian Communication (WACC), CWM is supported and strengthened to confront the life-denying issues of the 21<sup>st</sup> Century, such as the implications of the ongoing technological revolution, the resurgence of nationalism and protectionism and other forms of exclusion, which pose serious threats to life. Together we are enabled to remain focused on our core missional mandate; to sharpen our theological and missiological reflections and tools of analysis; and to participate in healing the future, where God already is, saving "the whole world" (Maluleke, 2019).

CWM functions as a dispersed team, with offices and staff located in six global regions, namely Africa, Caribbean, Europe, Pacific, East Asia and South Asia. By locating ourselves in the context of member churches, CWM is better able to respond to the needs and aspirations of members and to learn firsthand ways of partnership and mutual accompaniment. Furthermore, this strategic location of ourselves provides opportunities to deepen partnership and ecumenical engagement at the regional and national levels, thereby expanding our scope for sharing in God's mission.

With this dispersed team comes the invitation to embrace cultural and theological diversity without compromising on the core value of unity in diversity and the call to Missio Dei (engagement with God's mission).



# Job Description

## **Council for World Mission**

### **GENERAL SECRETARY – JOB DESCRIPTION**

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#### **Main purpose of the role**

To provide overall strategic and operational leadership, advising on and implementing policies and practices, giving missiological direction and engaging member churches, ecumenical partners and staff in achieving the aims and objectives of CWM. Most immediately these include the sharing of resources of finance, people, experience and insights within and beyond the CWM community as a source of mutual support in carrying out God's mission. Ultimately, the object of CWM is "to spread the knowledge of Christ throughout the world" (Scheme of Charity). The General Secretary ensures that all activities of CWM conform to and support these aims.

#### **Main responsibilities**

1. Ensure that all programmes, events and activities undertaken by CWM are in accordance with the organization's vision and mission objectives
2. Inform and guide discussions and decisions within the Board meetings on policymaking, practical implementation, strategic planning and goal-setting.
3. Oversee the servicing and support of the Board of Directors, the Annual Members meeting and other ad hoc Committees or Working Groups.
4. Provide leadership and advice to member churches and regions in regard to the implementation of policies, practices and priorities of CWM
5. Take overall responsibility for engaging member churches in mutually challenging, encouraging and equipping one another in achieving CWM's mission and ministry objectives
6. Manage and maintain mutually supportive global ecumenical and mission partner relationships
7. Seek opportunities for theological, prophetic and missional engagement of CWM within the wider work and movements of the World Church
8. Provide strategic leadership and coordination of CWM's activities through the General Secretariat
9. Manage directly the time and work of the General Secretariat and indirectly that of all other staff.

10. Manage and oversee the work of all members of staff to ensure the delivery of mandates from the Board.
11. Oversee the proper management of finance, communication, administration and human resources to support these activities.

## Person Specification

### Experience

- Experience working at senior level in a Christian institution, non-governmental organisation or ecumenical organisation involving the management of people, financial and other material resources and projects
- Involvement in world church and global ecumenical organisations
- Experience in setting priorities and directing church mission programmes
- Advocacy and representing *one's organisation* to other bodies
- Experience of working effectively outside one's country of residence and with cultures and gender other than one's own
- Experience of business management and administration would be an advantage

### Skills, Knowledge and Qualifications

- Be able to demonstrate a high level of theological understanding, ideally with a post graduate level qualification
- Qualifications and skills related to management or business administration (preferred)
- Broad understanding of the history of the world and missionary movement and the contemporary socio-economic, social and political issues affecting churches and mission and development organisations.

### Proven Ability

- Directing and empowering teams, committees and staff. Monitoring and evaluating progress
- Setting directions with clear objectives and plans for action. An ability to plan strategically
- Informing, consulting and negotiating
- Adapting one's leadership style to different circumstances, cultures, tasks and people

- Analysing and solving problems in a creative and challenging style
- Exceptional interpersonal and presentational communication skills, specifically being sensitive to other cultural values, beliefs and styles of working; proficiency in the English language; writing reports and reflections, clearly and simply; making presentations to large committees and small groups; excellent listening skills and behaviour which encourages other's ideas
- Financial acumen and understanding to know what financial systems are appropriate to ensure full accountability, especially given the legislative and charitable legal context; analyses financial data; proposes and evaluates financial policy; preparation and management of budgets
- Organisational skills particularly in the management of one's own time and priorities and the management of others
- Ability to understand project feasibility and management
- Familiarity with office IT applications such as word processing, Internet and spreadsheets.

### **Personal aptitudes**

- A commitment to CWM's aims and principles of partnership and equal participation in mission, resource sharing, the empowerment of regional forums, churches, congregations and individuals, ecumenical cooperation
- An ability to motivate others and build productive working relationships with senior and other staff colleagues, Board members and representatives of CWM member churches
- Commitment to working ecumenically
- An ability to manage diversity and promote equal opportunities across all aspects of CWM, involving gender, race, values, status and other differences. Cultural sensitivity is essential
- Be committed to one's own continuing professional development and the knowledge and skills development of all staff, in order to ensure high quality standards of service, creativity and competence.

### **Circumstances**

- Membership of a CWM Member Church
- Ability to undertake fairly extensive international travel.
- Willingness to work unsociable hours and weekends. (Style and organisation of work within the senior staff team may reduce the amount of time spent away from the Secretariat).

# Application

## Application for the position of **General Secretary** **Council for World Mission**

### Other Relevant Information

- Tenure of Service: An initial five-year (05) term commencing January 2021. The term of this employment is fixed for 5 years. Upon completion of this initial contract of employment, a second and final five-year contract may be offered, subject to the recommendation of CWM Board of Directors and for approval at the Annual Members' Meeting (AMM).
- Physical location: Singapore.

### How to Apply

Interested applicants are to send a recent resume/CV AND the prescribed application form (duly completed) to:

**The HR Consultant, CWM GS Search @**  
[recruitment.cwmgs@cwmission.org](mailto:recruitment.cwmgs@cwmission.org)

The closing date for receiving applications is **31<sup>st</sup> August, 2019**

## Application Form

For the position of

### General Secretary of the Council for World Mission

**Data Protection** - Any data about you will be held confidentially by CWM and will only be used for recruitment to the post below, and for employment monitoring purposes, though this data will be kept anonymous. If you are unsuccessful, your application will be destroyed after 12 months and if you are successful, the relevant information will be kept as part of your employee file.

The Council For World Mission (Ltd) is an equal opportunity employer and does not discriminate in hiring or terms and conditions of employment because of an individual's race, color, creed, ancestry or national origin, disability, marital status, sexuality, age or gender, except where a reasonable bona fide occupational qualification exists.

*Please use the space below, adding more pages as necessary, to describe how your knowledge, skills, abilities (KSAs), theological understanding and other attributes that qualify and make you suitable for appointment to this post in the prescribed sub-headings listed below. We ask that you limit your answers to no more than 750 words.*

#### 1) Knowledge, Skills & Abilities (KSAs)

a) General Management Skills

b) People Management Skills

#### 2) Theological Understanding/Practice

#### 3) Other key attributes (if any)

I.	Personal Details
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## II. Employment History (start with the latest/present employment)

Employment (indicate country)	From (mm-yyyy)	To (mm-yyyy)	Position Held	Reason for leaving

## III. Current professional membership

Professional Institution/Body	Position Held
1. _____	_____
2. _____	_____
3. _____	_____

## IV. Personal Disclosure

- Have you been discharged or dismissed from the service of your previous employers? If yes, please give details: ☐ Yes ☐ No  
\_\_\_\_\_
- Have you been convicted in a court of law in any country or any ongoing legal proceedings? If yes, please give details: ☐ Yes ☐ No  
\_\_\_\_\_
- Have you ever been served with a Garnishee Order by any organization or been declared a bankrupt? If yes, please give details: ☐ Yes ☐ No  
\_\_\_\_\_

## V. Character Referee (one of your referees must be your current or most recent employer)

Please note that any job offer is subject to satisfactory references. We will only seek references for the successful candidate unless otherwise advised. Please name **3** referees who have worked with you in the last 5 years and whom we can get in contact with in the event that you are successful in this application.

	Name	Email/Contact	Relations with Referee	Years Known
1.				
2.				
3.				

#### VI. Declaration

I hereby declare that all the particulars/information given herein are true and correct and I have not willfully suppressed any material facts. I hereby give consent to collection, use and disclosure of y personal data by CWM (or its agents) for the purpose of the processing and administration by CWM relating to this attached job application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**NOTE:** Any false declaration or withholding of information will render you to disqualification and if appointed, to a discharge – without notice and compensation – and/or appropriate legal proceedings.

\_\_\_\_\_  
END