



## **World Communion of Reformed Churches**

Called to communion, committed to justice

**Job Title:** Executive Secretary for Mission and Advocacy

**Reports to:** General Secretary

**Work Station:** Hannover, Germany

**Nature of Employment:** Full Time

**Position Type:** Contractual

**Duration:** Five year term, renewable once

**Start Date:** 2022

*The World Communion of Reformed Churches (WCRC) Executive Committee appoints executive secretaries to serve a term of five years. They shall be eligible for one renewal for an additional five-year term.*

### **Preamble**

The World Communion of Reformed Churches engages in advocacy work based on a faith commitment to the God of life who has brought into being an earth community based on the vision of justice and peace. In a world of corruption, exploitation, and greed, the confessions of Belhar (1986) and Accra (2004) declare that God is in a special way the God of the destitute, the poor, the exploited, the wronged, and the abused (Belhar, Art. 4; Accra §24). Seeing that people are denied their God-given right to live in dignity, both confessions call upon the churches “to stand where the Lord stands, namely against injustice and with the wronged” (Belhar, Art. 4).

Advocacy in the WCRC responds to the call “to stand where God stands.” This fundamental commitment shapes the understanding of its advocacy work, emphasizing the agency of the destitute, the poor, the exploited, the wronged, and the abused. Advocacy work in the WCRC seeks to amplify the voices of local people in the struggles in which they engage. Having its roots in this tradition, advocacy work in the WCRC encourages, accompanies, and supports activities in member churches to prepare the stage for local people to become effective advocates of transformation towards justice and peace.

The WCRC has a general secretary, two executive secretaries for specific programmes, and an executive secretary for communications. The distinctive elements for the Executive Secretary for Mission and Advocacy within the integrated approach as outlined above include:

### **Primary Duties and Responsibilities**

1. To manage, direct, and lead the advocacy programme work, including the partnership between member churches, and partners from ecumenical organizations and NGOs, in close collaboration with the general secretary and executive staff group.
2. To provide strategic leadership in implementing WCRC mandates and strategic objectives related to advocacy, including lead responsibility for fundraising for the programme work in these areas.

3. To provide theological reflection and research with and for member churches, regional councils, networks, and ecumenical and interfaith partners in the priority areas identified in the strategic planning process.
4. To facilitate, mobilize, and strengthen advocacy and leadership on global justice issues.
5. To design, build, and maintain internationally networked platforms to promote and support the concerns of the member churches of the WCRC with a specific focus on conflict resolution, improving economic and social sustainability, strengthening human rights work, and coordinating regional and international campaigns.
6. To work collaboratively with the general secretary and executive staff group in an integrated work style, particularly with the programme executive secretaries, to deepen the ethical and theological implication of advocacy issues.
7. To work with the general secretary and executive secretary for communications to promote mission and advocacy issues as identified within the programmatic framework.
8. To be responsible for the mission programmes of the WCRC.
9. In consultation with the general secretary, to represent the WCRC at international meetings of intergovernmental bodies and liaise with the broader ecumenical organizations and other world communions on relevant issues.
10. Together with the general secretary and executive staff group, to support programme work to strengthen the Communion.

### **Specific Duties and Responsibilities**

1. To take lead responsibility for the creation, roll-out, and coordination of the Global Reformed Advocacy Platforms for Engagement (GRAPE) project and to provide advocacy leadership for the New International and Financial Architecture (NIFEA) and Peace and Reconciliation work of the WCRC
2. To provide leadership to the GRAPE project by building upon existing local and regional networks in which churches and regions in the Communion support each other in their advocacy work.
3. To resource high-level and long-term capacity building within the churches to combine theological reflection, research, and a professional understanding of the social, economic, and political structures at play. The GRAPE project aims at promoting, qualifying, supporting and accompanying the advocacy work of WCRC member churches and regions.
4. To provide leadership to member churches in resourcing and building capacity for training local actors to engage in local participatory research and evidence-building, while at the same time linking the advocacy work through the WCRC worldwide network to amplify the voice of local churches in a global arena, in collaboration with the WCRC United Nations representative.
5. To take the lead in fundraising responsibilities for programme work for advocacy, as well as strengthening communion when appropriate, in consultation with general secretary.
6. To work as a full and active member of the executive staff group, undertaking team responsibilities relating to the whole of the WCRC's mission (examples include: budgeting, strategic planning, special activities, supervising administrative staff and interns, serving as acting general secretary).
7. To work under the leadership of the general secretary and be accountable to the Executive Committee.
8. To ensure proper documentation of all activities implemented, best programme approaches, and practices to promote quality learning and exchanges among members of the Communion and other cooperating agencies.
9. To perform other duties as assigned by the general secretary.

## Qualities and Qualifications

1. Active participation as a member in good standing of a WCRC member church.
2. Personal faith commitment to advocacy, justice, and communion in keeping with the WCRC's vision.
3. Demonstrated leadership in theological reflection and programme work with highly developed executive staff skills (e.g. planning, research, implementation, follow up, reporting).
4. Appropriate educational preparation, a master's degree or equivalent preferably in conflict resolution or theology/missiology. Doctoral level preparation is a definite asset.
5. Relevant professional experience with participatory methodology design (e.g., monitoring grassroots initiatives, supra-regional or international project and opportunity management, campaign design, and proven evaluation experience).
6. Demonstrated ability to work in a collaborative, agile, and process-oriented manner in complex organizational structures.
7. Knowledge and commitment to faith lived out in the Reformed tradition while understanding the diversity of the WCRC's traditions, such as United and Uniting churches. An understanding of ecumenical and international structures of human rights work is desirable.
8. Knowledge and commitment to the Accra Confession and other contemporary expressions of faith from the Reformed tradition, such as the Belhar Confession.
9. Demonstrated commitment and ability to work collaboratively in a culturally diverse team.
10. Sensitivity and commitment to fostering diversity, equality, respect, inclusion, and justice in all aspects of work and witness and in personal relationships.
11. Demonstrated fundraising ability and communication skills.
12. Demonstrated visioning and strategic planning abilities.
13. Demonstrated professional level fluency in written and oral English. Fluency in other WCRC official languages is a definite asset.
14. Commitment to participatory and empowering leadership styles with a proven record of gender and intercultural competence.
15. Strong commitment to ecumenical and interreligious cooperation.
16. Demonstrated competencies in advocacy and network-building.