

# Mission Secretary, Research & Capacity Development

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## About this Role:

The Mission Secretary role reports to the **Deputy General Secretary** and is a member of the CWM management team. The role has line management responsibility.

This role is a Programme Management position and a member of the senior management team; and works closely with CWM member bodies, governing bodies when called upon, CWM ecumenical partners, youth and civil societies, educational institutions, and other interest groups to accomplish shared mission.

## Job Purpose

The Secretary for Research and Capacity Development serves as a facilitator for engagement with CWM's member churches, ecumenical partners, educational institutions and any other interest groups to deepen understanding of God's mission in the world through research; and to develop capacity where need exists for cross cultural learning, mission exposure, vocational development, empowerment for mission and leadership formation.

## Main Responsibilities

- Develop processes that allow member churches to identify capacity weaknesses and use available resources strategically and intentionally to address same for their effective mission engagement.
- Work with member bodies to intentionally connect human resource development with mission planning and engagement, giving focus to the use of special scholarships and other forms of learning.
- Facilitate the ongoing renewal of programs for the development and empowerment of youth, women and men, with emphasis on reflecting on emerging mission issues to facilitate learning and leadership formation.
- Develop mechanisms that promote aspirations of contemporary and contextual mission issues, in particular reference to CWM theological statements.
- Facilitate mission logical research and reflection through such ways as overseeing the writing and collection of the missional stories of member churches.
- Engage with churches, theological institutions and ecumenical bodies, globally and regionally, on the place of missiology in theological education and pastoral engagement.

## Person Specification

- A global understanding of mission theology and practices essential.
- Qualifications in the subject areas of theology and missiology at postgraduate degree level preferred.
- Experience of and passion for congregational ministry necessary.
- Awareness of and appreciation for leadership informed by social ethics, value of cultural diversity and the place of Christian mission in community transformation, desirable.
- Strong ability to think and plan strategically.
- Ability to present and engage theological ideas to diverse audiences.
- Commitment to and understanding of CWM's ethos of partnership in mission.
- Commitment to ecumenism.

## About CWM:

The Council for World Mission is a worldwide partnership of Christian churches. The 31 members are committed to sharing their resources of money, people, skills and insights globally to carry out God's mission locally. CWM was created in 1977 and incorporates the London Missionary Society (1795), the Commonwealth Missionary Society (1836) and the (English) Presbyterian Board of Missions (1847).

We are committed to sharing God's love and to journey with each other in our quest for life of meaning and quality. This quest is not unique to us; indeed it is the desire of every human being to live with dignity and pride, to experience relationships of integrity and honesty and feel that her/his life has meaning and purpose. This was the mission to which Jesus committed himself and for which he lived and died. Likewise, this is the heartbeat of the mission of CWM.

For more information visit our website at [www.cwmission.org](http://www.cwmission.org) or follow us on Facebook or Twitter.

## How to Apply:

Please send a recent resume/CV AND a letter of application stating your reasons for wanting to work with CWM, as well as your main qualifications and alignments with this specific role to: [recruitment@cwmission.org](mailto:recruitment@cwmission.org) indicating the job title of the role being applied for in the email subject box.

The closing date for receiving applications for this role is **20 September 2019**.

Interviews will be conducted during the **first week of November 2019**.