

## Vice President, Western US Division

Field Ministries

Position Description

Supervised by: Executive Vice President, Field Ministries/Chief Campus Ministry Officer (CMO)

Supervises: Regional Directors and other staff in assigned geographic area

Status: Full-time / Exempt

Location: Home office within assigned geographic ministry area

**To advance the purpose of InterVarsity, this position will** provide vision and strategic leadership to establish and advance witnessing communities of students and faculty at colleges and universities. To accomplish this task and optimize ministry results, the Vice President will work collaboratively across the Fellowship and build exceptionally strong working relationships with the Field Leadership Team and all Senior Field Leaders.

### MAJOR RESPONSIBILITIES

#### Personal:

- Be a maturing disciple of Jesus Christ: growing in love for God, God's Word, God's people of every ethnicity and culture, and God's purposes in the world
- Be a lifelong learner who prizes the discipleship of the mind, particularly staying current on issues related to ministry, leadership, and business practices within ministry

#### Leadership:

- Articulate broadly – in partnership with the CMO, the Field Leadership Team, and Senior Field Leaders – the vision of InterVarsity's campus ministries
- As a member of the Field Leadership Team, provide vision, strategic leadership, planning, and decision making for field ministries
- Ensure that field ministry strategies align with InterVarsity's Doctrinal Basis, Purpose Statement, Core Commitments, National Initiatives, and the 2030 Calling
- Serve the entire movement with wisdom as "VP of the whole" on the National Leadership Team
- Develop long-range plans with measurable objectives for assigned geographic area
- Provide biblical and theological reflection on issues relating to field ministries
- Model good stewardship of organizational resources (e.g., people, time, money, systems, and materials)

#### Collaboration:

- Build particularly strong working relationships with Field Leadership Team and CMO in order to ensure an integrated approach to field ministries
- Partner collaboratively with Graduate & Faculty Ministries leadership to support the execution of GFM's vision, strategy and objectives
- Partner with leaders across the Fellowship to develop strategies to recruit, place and fund ethnic minority staff

#### Supervision:

- Recruit, hire, train, develop, supervise and retain qualified staff
- Build an effective leadership team by facilitating strong collaboration, championing understanding of organizational interdependencies, and fostering strategic decision making throughout the organization
- Organize structures, roles, processes, and accountability loops to optimize resources and achieve goals, expecting direct reports to focus on organizational efficiencies
- Organize national Senior Field Leader meetings in collaboration with the Field Leadership Team
- Resolve disputes via proactive initiatives, troubleshooting and mediation

- Provide pastoral care for the Regional Directors and foster their professional development

**Administration:**

- Build and implement an effective assessment system for Field Ministries activities
- Develop and manage annual budgets in accordance with InterVarsity policies and procedures
- Recommend new or revised systems, methods, programs, and procedures to improved efficiency and effectiveness
- Serve as Risk Manager for the Field Ministries Team
  - Become knowledgeable of and in coordination with Legal and Risk Management department, apply appropriate laws, regulations and policies (board and administrative) to situations that expose the Fellowship to risk (legal, financial, ministry, morale or reputational) and employ risk management strategies to minimize unacceptable levels of risk, while managing the tension between ministry risk and legal and financial risk
- Ensure compliance with all InterVarsity policies and procedures
- Carry out management responsibilities as defined by the CMO

**Ministry Partner Development and Public Relations:**

- Develop a team of prayer and financial support
- Raise an agreed-upon amount of financial support
- Partner with Development to raise funds for assigned geographic area and strategic initiatives
- Communicate regularly with Field Ministries staff in assigned geographic area concerning fund development responsibilities
- Network and encourage alliances with churches, parachurch ministries and agencies in order to advance InterVarsity's purposes
- Accept appropriate speaking engagements, both internal and external

**Work Environment/Physical Requirements:**

- A designated home office
- Required travel includes, but is not limited to: Ministry Partnership Development meetings, InterVarsity-sponsored training sessions, meetings, and conferences
- Regularly required to communicate with others, and routinely use standard office equipment such as computers, phones, photocopiers, filing cabinets, etc.

**QUALIFICATIONS**

- Annually affirm InterVarsity's Statement of Agreement
- Abide by InterVarsity's Code of Conduct
- Thorough knowledge of or the ability to learn: the purpose, vision, ministries and policies of InterVarsity
- A significant combination of field-related ministry knowledge, skills, and experience is required to successfully perform the responsibilities of this role. A typical way of gaining these qualifications would be: a Bachelor's degree, an advanced degree in missiology or theology, a minimum of 8 years of field-related ministry experience, including at least five years of senior management experience (or equivalent)
- Significant theological acuity and spiritual maturity
- Demonstrated experience as a senior leader in managing and implementing successful, comprehensive ministry programs to achieve goals
- Ability to formulate and cast a vision for the field ministries in a manner that inspires and rallies individuals and teams to achieve the mission and vision
- Leadership skills, including negotiation, problem solving, decision making, and delegation
- Demonstrated ability to raise funds for staff and programs; including experience in the funding needs of women and ethnic minority persons in ministry
- Expertise in matrix management
- Strong analytical and strategic skills with a high capacity for managing complexity
- Strong financial acumen. Experience preparing and managing department and project budgets
- Ability to synthesize and deliver complex information to diverse audiences both verbally and in writing

- Excellent relationship builder and team player who can collaborate effectively with all levels of staff, management, and members of the community
- Strong cross-cultural abilities
- Conflict resolution and mediation skills
- A working knowledge of current Microsoft software applications
- Willing to travel extensively

## InterVarsity Christian Fellowship/USA

### Frame of Reference

All staff members subscribe annually to the Purpose Statement of InterVarsity:

*In response to God's love, grace and truth:*  
The purpose of InterVarsity Christian Fellowship/USA is  
to establish and advance at colleges and universities  
witnessing communities of students and faculty  
who follow Jesus as Savior and Lord:  
growing in love for God,  
God's Word,  
God's people of every ethnicity and culture  
and God's purposes in the world.

This purpose is admittedly more limited than the Great Commission. As a mission extension of the local church, we have adopted boundaries on our activities based on our call to serve a defined group of God's people. Within the context of InterVarsity's purpose, all of the relationships and tasks that staff members engage in as part of their work for InterVarsity have both eternal and temporal components.

### Values:

InterVarsity is committed to developing men and women from diverse cultures, backgrounds, and generations, whom God calls to work with us for both shorter and longer periods of service, as we pursue the call of God in the university world.

### Maturing Disciple of Jesus Christ:

Every InterVarsity staff member is to be a maturing disciple of the Lord Jesus Christ, growing in obedience to the Scriptures. The marks of a long-term love relationship with Christ in the fullness of His Spirit are described in Galatians 5:22: "The fruit of the Spirit is love, joy, peace, patience, kindness, goodness, faithfulness, gentleness and self-control." In the workplace, this fruit is revealed in healthy working relationships which encourage all staff to accomplish their work and enhance their focus on the spiritual aspects of their work.

### Team Work:

Each individual staff person is a vital member of Christ's body. This means that we will work with one another in ways that honor and encourage all to grow in Christ while accomplishing His work. Our community requires that each individual serve as a team member in a collegial and open environment based on values, relationships, and vision as well as structure and position.

InterVarsity staff, both employees and volunteers, commit to serve God and all InterVarsity colleagues, students, and partners, with sensitivity to both the eternal and temporal dimensions of our work. "Whatever your task, work heartily, as serving the Lord." (Colossians 3:23a)