



Church Alliance

Executive Director

Remote (Washington D.C. preferred)



Background

The Church Alliance (CA) is a diverse network of 35 church benefits organizations that advocates for employee benefits – including retirement and health care – for clergy, lay workers, and their families. The Church Alliance communicates about the needs of those served by our members, so those needs are understood by Congress and regulators as particular legislative and regulatory issues are considered. The Church Alliance supports a framework that allows diverse faith communities to serve their clergy and lay workers in a manner consistent with their religious beliefs. To that end, we work with other benefits organizations and coalitions, in addition to policymakers, to advocate on behalf of our member organizations and the many faith leaders serving our communities.

Established in 1975, the Church Alliance membership includes church benefits organizations from mainline and evangelical Protestant denominations, Conservative and Reform Jewish movements, and Catholic schools and institutions. Our highly professional member organizations are staffed with business leaders, attorneys, accountants, actuaries, and more.

Leaders within Church Alliance organizations understand the needs of their faith communities, while also managing benefits and investing related assets in a prudent manner. Church benefits plans are designed and managed to meet the needs of specific ministries, which in turn, contributes to the rich landscape of faith-based activities seen and felt everywhere from America's small towns to its largest metropolitan areas.

Position

The Executive Director of the Church Alliance (CA), LLC is a newly created role, responsible for coordinating, managing, and executing the affairs of the CA and implementing its policies to the overall benefit of the organization and its members. The Executive Director will ensure that the daily activities of the CA are consistent with its strategic direction as approved by the Steering Committee.

Responsibilities

The primary role of the Executive Director is to serve as liaison among the various groups and individuals involved in the work of the CA, facilitating consistent communication, timely decision-making, and action to achieve the organization's goals and objectives as articulated by the Steering Committee. These groups and individuals include:

- The Steering Committee (which serves as the Board of Directors of the CA)
- CA Officers, and their respective staff
- Work groups of the Steering Committee
- Chief Executives of CA member organizations
- Legal counsel from CA member organizations
- External legal and legislative counsel
- Other consultants/advisors

In addition, the Executive Director serves as the primary point of contact for CA members.

The Executive Director supports the work of the CA by facilitating and coordinating activities and ensuring consistent communications in three key areas of activity:

1. Legislative, Regulatory, and Judicial Strategies
2. Lobbying and Relationship Building
3. External Positioning (Branding and Messaging)

Core Competencies

- Drives Vision & Purpose
- Instills Trust
- Organizational Savvy
- Big Picture Thinking
- Communicates Effectively
- Collaborates

Immediate Role Priorities

- Build relationships with steering committee, members, internal and external legal counsel, lobbying and PR firms, people on the Hill
- Be the “go-to” face of CA
- Analyze threats and mitigate risks
- Develop organizational success metrics
- Lead planning of Annual and Member Meetings

Qualifications

- A degree in public policy, business management, or a related field
- An understanding of the mission of the CA and its role in advancing legislative and regulatory initiatives that fully address the unique nature of church and synagogue employee benefits plans
- An understanding of the political dynamics in Washington, D.C. and how to navigate them
- An understanding of the diversity of perspectives across CA members and the ability to navigate those dynamics with respect to the depth and breadth of beliefs
- Ability to work with the CA’s external counsel on issues related to retirement, finance, tax, and health legislation that impact CA members
- Ability to establish and maintain positive working relationships with the Chair of the Steering Committee and other members of the CA

- Ability to work effectively within the governance structure of the CA
- Ability to work with a diverse group of executive-level leaders from different backgrounds and denominations
- Ability to travel
- Ability to quickly learn, understand, and retain detailed information
- Ability to articulate information accurately and clearly, whether written or oral
- Ability to prioritize and execute work with minimal supervision
- Experience working on Capitol Hill or executive branch and in complex regulatory and legislative environments
- Neutral party, well versed in facilitating discussions that result in consensus
- Can motivate and bring together grass tops efforts, serving as a connector
- Self-starter and independent
- Organized and manages time well
- Self-confident and courageous
- Has integrity
- Social media and website experience a plus
- Financial acumen and budget management experience a plus

Compensation and Benefits

A competitive compensation package valued at \$200,000-\$220,000 will be made available to the qualified candidate which includes an annual salary and comprehensive benefits.

This position description is based upon material provided by the Church Alliance, an equal opportunity employer.

Shaquile Coonce, Talent Consultant

Tyrell Williams, Associate