Executive Director Search
Half-Time Position

Additional Material to give to candidates when they either apply or ask for more information.

ASA seeks:

A visionary leader committed to the mission and vision of ASA, who will:

• Adhere to the principles that unite the members of the ASA – including a belief in Christianity, and a commitment to mainstream science. S/He will commit to the fellowship of the ASA in promoting a safe and inclusive “big-tent” environment for dialogue on issues of Science and Faith.
• Work closely with the Executive Council and staff to ensure that the mission is fulfilled through strategic planning, funding priorities, programs and member engagement.
• Lead a strategic planning process and execute entrepreneurial steps to take ASA to the next step from a founder-organization to a sustainable board-directed organization.
• As part of a team, ensure that ASA activities are implemented with mission alignment.
• Speak on science/faith dialogue and enhance ASA’s profile by being active and visible in member communities, and by building key partnerships with funders, organizations, and institutions.

A Communicator able to work actively with the Executive Council/Board Governance, and will

• Partner with and Guide the Executive Council to define and fulfill ASA’s mission.
• Provide, in a timely and accurate manner, to Council all information necessary for the Council to effectively and responsibly advise and guide ASA in mission and resourcing.
• Lead the ASA in navigating sensitive member governance and policy issues with discretion, judgment and Christian-ethos.
A Servant-Leader, who will

- Supervise staff and be able to invest in people, leverage each teammates strengths to accomplish ASA’s mission
- Lead by example and build a culture of inclusion, growth, service, and team-work

An Organizer and Resourcer, who will:

- Oversee ASA’s financial performance and viability with an awareness and ability to understand financial duties and management
- Think deeply about the ASA fundraising strategy to creatively grow ASA’s revenue streams, seek grants and philanthropy, and build the future financial health. This includes working closely with the Council, Staff, and members to form and cultivate key funders and partnerships.
- Be responsible for the fiscal integrity of ASA, working closely with the senior staff to include submission to Council the proposed annual budget and monthly financial statements.
- Oversee staff and finances to ensure that the operations of the organization are adequately resourced.
- Be able to manage multiple and complex projects, being innovative to adjust given member needs and circumstance.

A Leader who can help in the following areas:

- Board Governance and Development including ensuring that the Executive Council handbook is updated and maintained, that new Council members are well oriented, and that there is a strategy for the long-term recruitment of new Council members
- Scholarship Development to ensure that strong scholarship is maintained as an essential component of the mission of the ASA. This includes oversight of editors of scholarly publications to ensure the continued strength of the publications, regular reviews of processes and approaches to ensure their effectiveness in achieving the mission of the ASA. In addition, the Executive Director plays a strong role in ensuring that processes are in place to ensure the academic integrity and strength of all programming that is focused on scholarship
- Ensure the “big tent” vision of the ASA in the discussion of faith-science issues and enhance the efforts to develop the ASA members in their skills to be bridge-builders
- Professional Development & Formation programming to serve the membership at each stage of their careers; the promotion of opportunities for professional development
- Grant development and writing that aligns with the strategic goals of the ASA
- Represent the ASA in science-related venues such as the Templeton board
- Oversight and management of committees associated with responsibilities including, but not limited to: Membership, Personnel, Nominations, Board Executive Committee; Support the work of the Fellows Nominating Committee