

Position Description
Executive Director – The Louisville Institute

The Louisville Institute

Over the past twenty years, the Louisville Institute has supported outstanding and influential scholarship on North American religious life. Building on this legacy, the Institute will both deepen and extend collaboration among a growing network of churchly scholars and theologically reflective pastors in order to foster and nurture vibrant, faithful Christian communities for the sake of the world. In the years ahead, the Institute will renew its mission by: (1) facilitating communities of sustained conversation and collaborative inquiry involving both pastors and academic scholars through several grant programs and the development of Collaborative Inquiry Teams made up of pastors and academics; (2) nurturing a new generation of theologically reflective pastoral leaders through an expanded Pastoral Study Project grant program; and (3) identifying and supporting the next generation of ecclesially engaged theological educators through a new Vocation of the Theological Educator initiative.

The Executive Director of the Institute

Louisville Seminary has initiated a search for the next Executive Director of the Louisville Institute in anticipation of the retirement of its current Executive Director, Dr. James Lewis. The Institute seeks a creative and energetic leader eager to advance the vitality of faith communities and theological education in North America through the pastoral leaders, scholars, seminaries, and churches with which the Institute works. The Executive Director will possess executive leadership experience; a capacity to engage the mission of the Institute with passion and vision; an ability to bring together individuals and groups from various Christian perspectives for sustained inquiry and collaboration; intellectual curiosity and a deep appreciation for new research and projects that address the complexity of today's religious environment; exceptional communication skills to enhance the visibility of the Institute's work and its contribution to church and society; experience and expertise in theological education; and a facility for critical evaluation and strategic implementation within an educational and theological setting.

Desired Qualities

It is understood that no candidate will possess all of the qualities listed below, but the search committee seeks candidates with a significant number of these skills and abilities:

- A champion for the Louisville Institute with a strong background in developing and building ties between academic scholarship and the life of the church;
- A team builder with a collaborative management style, excellent communication and organizational skills, and the ability to foster positive relationships across a diverse community;
- An energetic, thoughtful and visionary leader who is able to work creatively with a variety of constituents and stakeholders, including the Louisville Seminary, the Board of the Louisville Institute, the Religion Division of the Lilly Endowment, pastors, scholar educators and persons preparing for the vocation of theological education;
- An inspiring individual who has the personal confidence to lead and the humility to listen;

- A leader who has skills in recruiting people to participate in projects and research, and in helping to sustain them for long-term collaboration;
- A critical thinker who possesses high integrity, is sincere in his or her efforts and transparent in his or her actions;
- A seasoned manager who understands his or her responsibilities as a steward of resources in order to fulfill the mission of the Institute and strategically position the Institute to excel on behalf of the church;
- An accomplished person who has knowledge of and a passion for theological education, its scholarly and churchly values, professional culture, and systems through which scholars and pastoral leaders serve the wider church.
- A background in educational administration will be highly valued.

Leadership Responsibilities

- Lead the Louisville Institute as it designs and implements its new Vocation of the Theological Educator initiative and Collaborative Inquiry Teams, while also enhancing several of its current grant-programs.
- Collaborate and consult periodically with leaders of other major institutions that serve and support theological education and church leadership, such as the Association of Theological Schools in the United States and Canada, the Auburn Center for the Study of Theological Education, The Fund for Theological Education and the Wabash Center for Teaching and Learning in Theology and Religion.
- Create and host strategic consultations with leaders in theological education for the Vocation of the Theological Educator initiative.
- Identify initial participants for the Vocation of the Theological Educator initiative and Collaborative Inquiry Teams.
- Build collaborative learning communities that can help foster fresh energies and clear vision for theological education in its relationship to the church.
- Implement a communication strategy that places the Louisville Institute grant programs, research, and collaborative efforts in a wider academic and church public.
- Evaluate and interpret the Louisville Institute's work in order to develop ongoing strategies and to communicate these to others.
- Remain in collaborative dialogue with the Lilly Endowment Religion Division.

Management Duties:

- Supervise the Louisville Institute staff and oversee all aspects of its mission.
- Oversee the grant-making programs of the Louisville Institute.
- Serve as a member of the senior leadership team of Louisville Seminary reporting to the Seminary President.
- Serve as ex-officio, non-voting, member of the Executive Committee and Board of the Louisville Institute.

- Prepare and coordinate regular meetings of the Board and Executive Committee of the Louisville Institute.
- Report regularly on the activities of the Louisville Institute to the Institute Board and Executive Committee.
- Prepare reports to Lilly Endowment on both the programmatic and financial aspects of the Institute's activities, programs and impact.
- Work collaboratively with Institute staff, the Institute's Board, and the Religion Division of the Lilly Endowment, and Louisville Seminary leadership in the planning and execution of consultations and meetings associated with carrying out the work of the Institute.

Experience and Qualifications Required:

- Executive leadership experience required, including administration, budgeting and staff oversight.
- Commitment to the Christian faith and enthusiasm about the life of the Christian church.
- Experience in pastoral ministry, leading a congregation or in other church ministries preferred.
- Experience with grant programs strongly preferred.
- Background in educational administration will be highly valued.
- Ph.D. or Th.D. in an appropriate discipline and theological education required.
- Willingness and ability to teach in the Louisville Seminary degree programs in an adjunct capacity.

Founded in 1990, the Louisville Institute, a Lilly Endowment-funded program based at Louisville Presbyterian Theological Seminary, has been a leader in the study of religion and support of religious leaders. With a grant of nearly \$8 million, the Institute will commence a new and expanded phase of its mission. As always, our mission will be to foster and nurture vibrant, faithful Christian communities for the sake of the world.

The Executive Director of the Louisville Institute is nominated for appointment by the Institute's Board of Directors to the President of Louisville Presbyterian Theological Seminary. The Executive Director's appointment is acted upon by the Board of Trustees of Louisville Seminary. The Executive Director of the Institute reports directly to the President of Louisville Seminary.

The Louisville Institute follows EEO guidelines and affirmative action procedures. Applicants should send a cover letter, curriculum vitae, and a list of references to Michael Jinkins, President, Louisville Seminary, at 1044 Alta Vista Road, Louisville, KY 40205. Optionally, these materials may be sent to the following email address: jinkinsedsearch@lpts.edu. The Search Committee will begin the review of resumes November 1, 2011.

Please refer to the Louisville Institute website www.louisville-institute.org for further information. Preferred start date for the new Executive Director will be June 1, 2012.