

ZACHARIAS TRUST

APPOINTMENT OF **CHIEF OPERATING OFFICER**



About the Zacharias Trust

The Zacharias Trust is a charity whose aim is to engage with people's heartfelt questions about the Christian faith and explain the hope that the Gospel brings. Put simply our vision is to help the thinker believe and the believer think.

Ravi Zacharias International Ministries (RZIM) was founded in 1984 and exists to reach those who have objections and questions about the Christian faith and seeks to challenge those who shape the ideas of our culture with the credibility of the Gospel of Jesus Christ. The Zacharias Trust oversees and directs activities across Europe, Middle East and Africa. Currently, we are represented in 15 countries throughout the region.

The Trust was also founded to come alongside the Church to help reach an increasingly secular Europe by equipping Christians to share their faith with confidence and in an intelligent and articulate way.

EVANGELISM

Our primary focus is evangelism. Our itinerant team members, Michael Ramsden and Amy Orr-Ewing and associate speakers such as Professor John Lennox travel around Europe and beyond giving evangelistic talks in a number of settings including University missions, Church guest services, public question and answer forums and at various conferences. Over the years, the organisation has grown in its evangelistic scope, working with a wide range of range of churches, institutions and universities. We usually work in partnership, responding to invitations from others, knowing that there us a local presence to continue where we have left off when we leave.

APOLOGETICS

The word, apologetics, derives its meaning from the Greek apologia, meaning a 'reasoned defence'. In the Bible, apologetics is synonymous with evangelism.

Today, the need for sound apologetics has arguably never been greater. Authors such as Richard Dawkins, Sam Harris continue to top the best seller lists and are already influencing a whole new generation of thinkers to reject God 'out of hand'. The Zacharias Trust exists to defend the Christian faith against such criticism, on both a popular and an academic level, offering a counter-claim to modern-day secularism.

TRAINING

Another key element of our ministry is to provide training for Christians in how to communicate their faith to sceptical friends and colleagues. The training is designed to address some of the key questions and objections commonly levelled against the Christian faith, and is focused on practical; application to real questions.

The Oxford Centre for Christian Apologetics (OCCA) is an autonomous study centre. OCCA brings together leading theologians, apologists and scholars including Michael Ramsden, Amy Orr-Ewing, John Lennox, Os Guinness and Tanya Walker. For those with a passion to make Christ known, studying at OCCA can be a life-transforming experience combining effective evangelism with academic rigour.



Context for this Appointment

The past five years has seen our work grow significantly in financial terms, global reach, and our opportunities to proclaim the Gospel by engaging in the key questions and debates in society and culture across EMEA. The scale of The Zacharias Trust's work in the region has increased rapidly. The Trust is undergoing a season of reshaping. A new structure is in the early stages of implementation. Its aim is to create a clearer, more empowered structure that serves the growing ministry represented by an expanding network of Country offices and speakers across EMEA.

RZIM benefits from a clear and compelling vision and a model of ministry that is dynamic and agile in addressing and informing the current of debate, belief and opinion in society and culture. We have exceptional opportunities to engage with leaders in academia, business, politics and the arts across EMEA to shape the values of our culture and beliefs.

The Zacharias Trust is now seeking a Chief Operating Officer to lead within this context of missional ambition and growth. The role oversees all operating functions within RZIM EMEA, including but not limited to Finance, ICT, Development, HR, Media, Marketing, Security and Health & Safety. While the functional oversight of this role is broad, the success of the COO depends on spiritual and strategic leadership and a people-centred understanding of organisational effectiveness.

The Chief Operating Officer is not the answer to all of our organisational ambitions but she or he will be a vital leader of our strategic clarity and alignment, spiritual health, sustainable growth, operational effectiveness and our flexibility to remain innovative and follow where the Lord leads.

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Role Description

The Zacharias Trust is now seeking a Chief Operating Officer (COO) to lead within this dynamic context of missional ambition and growth across the EMEA region. The role oversees all operating functions within RZIM in the EMEA region, including but not limited to Finance, ICT, Development, HR, and Media. While the functional oversight of this role is broad, the success of the COO depends on spiritual leadership, strategic leadership and a people-centred understanding of organisational effectiveness.

We are seeking a Chief Operating Officer with a living Christian faith, who is able to bring courageous and inspiring leadership to our work. He or she will be able to relate to Christians from different church backgrounds, with a heart and passion for evangelism.

He or she will have a servant-hearted authenticity, a management style that leads through team building and a drive to see excellence delivered through high relational integrity and cross-cultural sensitivity.

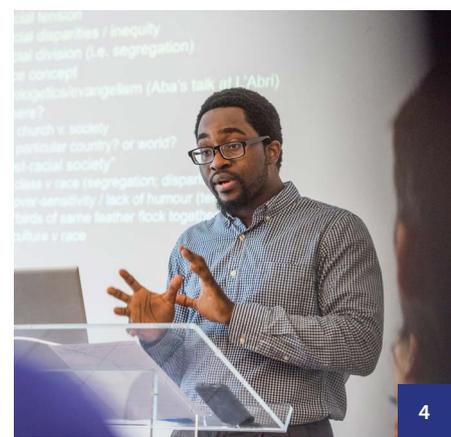
The COO will report directly to the Chief Executive whilst working closely with the Regional and Area Directors to shape and develop strategy for the EMEA region.

The COO will demonstrate leadership in three key ways:

Spiritual Leadership:

The COO will be committed to providing a strong and clear witness of the Christian faith as set out in the RZIM Statement of Faith flowing from a personal walk with God. Working with a talented and missionally passionate workforce they will:

- Have a 'listening ear' to God and others to create, with the Board and Executive Team, an inspiring culture at RZIM Zacharias Trust.
- Be part of the spiritual leadership across the organisation, taking an active part in the devotional life of the team.
- Be prayerful and able to encourage others to pray.
- Have a demonstrable interest in evangelism and apologetics.
- Be a servant-hearted leader comfortable meeting people from all walks of life.





Strategic Leadership:

The COO will be a strategic leader who enjoys seeing the bigger picture, casting a vision, securing buy-in from others and translating it into action. They will:

- Advise the Chief Executive on how to optimally align resources and structure in support of the ministry across the EMEA region.
- Work with the Regional Director, Area and Country Directors to develop country based strategic plans that advance the organisational vision and mission.
- Collaborate with the Board and Finance and People sub-committees. This will include attending Board meetings; presenting and providing reports with appropriate information to the Board and relevant sub-committees; maintaining a good working relationship with Trustees.
- Deputise for the Chief Executive at regular intervals.

Organisational development and operational management:

The COO will maximise the use of resources and bring increasing effectiveness to the organisation. S/he will be a person with high emotional intelligence who engages with a wide range of people, empowering and growing people to deliver their goals whilst facilitating innovation and change in processes and behaviours. They will:

- Develop effective working relationships with Area and Country Directors and Operations Managers and ensure that operational support services work in a way that is integrated and collaborative with other teams.
- Oversee the development of efficient processes and systems that ensure each office effectively supports and undergirds the ministry. This will include a regular review of operational procedures to encourage continuous improvement.
- Take a lead role, alongside the UK and Regional Finance Manager, in ensuring effective financial processes and clear reporting and forecasting for the UK and EMEA region to the Global headquarters in Atlanta.
- Provide oversight to the UK and Regional Finance Manager so that budgets are set, budget holders receive timely information and trustees can make appropriate decisions regarding the financial status and sustainability of the charity.
- Ensure the provision of robust IT and information systems including a 'help desk' service to system users. Develop and deliver business plans that include the introduction of new technology and systems to support and facilitate the ministry.
- Develop a strong working relationship with the RZIM Security Director and ensure that appropriate travel, personnel and event security protocols are in place in each country and are regularly reviewed.
- Support media and marketing activities across the region in conjunction with the Global Media Director.
- Take the lead role in ensuring that all operations within the region meet legal and compliance legislation in each country of operation. This will include annual financial audit cycle and occasional governance and compliance reviews.
- Ensure an effective organisational approach and compliance with all health and safety regulatory requirements.
- Work proactively with team leaders cultivating a vibrant culture and instilling innovation to ensure that the organisation and ministry is served with excellence and passion.



Person Specification

- Educated to degree level or equivalent, with evidence of continuing professional development in a field to the role's functional areas of oversight.
- Significant experience in a senior management role in a field related to the specific responsibilities of this role.
- Strong leader, encourager and motivator, skilled and experienced in managing a team of varied specialists, taking initiative, conveying passion, and coaching for success.
- Proven experience of managing varied strategic and operational functions across different geographies and cultures and multiple sites.
- Demonstrable experience and understanding of the practical implementation of technology solutions.
- Highly organised, flexible, socially confident with proven experience of influencing and building trust at senior levels.
- Highly numerate and literate with an ability to think and plan strategically coupled with excellent project management, strong analytical and problem-solving skills.
- Excellent written and verbal communication skills, highly relational with an ability to work and deliver success in partnership with others.
- An active Christian faith with identification with the RZIM statement of faith.
- Highest levels of discretion, integrity and honesty.





Personal Attributes

The Zacharias Trust believes that spiritual maturity, character and behaviour are as important as competence, and that it is important for the COO to have, develop and model a number of personal attributes.

The Board and Executive Leadership Team believe RZIM Zacharias will be best led by a COO who:

- Is a follower of Jesus and passionate about seeing others encounter Him.
- Inspires and is gifted in drawing out dreams and ideas in others.
- Develops and empowers others, leading through team, sharing ideas and celebrating success collectively.
- Is wise and articulate in discerning global trends that will impact the operating platforms at RZIM Zacharias Trust.
- Is servant-hearted, emotionally intelligent, self-aware and authentic.
- Is outward looking, a good communicator, level headed, tenacious and socially confident.
- Is ambitious to see the influence and stature of RZIM grow, and is experienced at blending trust in God with human endeavour.

Terms and Conditions

The role is full time and permanent and will be based in Oxford. The salary will be circa £85,000 depending on the competencies and experience of the successful candidate. The package also includes other benefits.

How to Apply

The Zacharias Trust is working with Macaulay Search to make this important appointment.

The closing deadline for applications is Wednesday 14th March at 5pm. Interested candidates are directed to email their application to mark.powys-smith@macaulaysearch.com

Your application should comprise:

- A covering note of not more than 1 and a half pages outlining motivation and relevant experience for the role.
 - Please do mention your fit with the Christian faith and motivation we seek in our leader. Christian faith is an Occupational Requirement for this position.
- A full CV, including educational and professional qualifications, a full employment history showing the more significant positions, responsibilities held and relevant achievements.

Successful candidates will be invited to an interview via Skype on either the morning of Monday 9th or the afternoon of Thursday 12th April. A smaller number of candidates will be invited to final interviews in Oxford which are scheduled for Wednesday 25th and Thursday 26th April.

Thank you for taking the time to prayerfully consider this opportunity and to learn more about the work of The Zacharias Trust.



Appendix

STATEMENT OF FAITH, MISSION, VISION AND VALUES

We believe in God the Father Almighty, maker of heaven and earth;
And in Jesus Christ his only Son our Lord;
who was conceived by the Holy Spirit,
born of the Virgin Mary,
suffered under Pontius Pilate,
was crucified, died and was buried;
the third day he rose from the dead;
he ascended into heaven,
and sits at the right hand of God the Father Almighty;
from there he shall come to judge the quick and the dead.

We believe in the Holy Spirit,
the holy catholic church,
the communion of the saints,
the forgiveness of sins,
the resurrection of the body,
and the life everlasting.

We believe the Old and New Testaments
to be the infallible Word of God;
inerrant as originally given,
verbally inspired by God,
the complete and sufficient revelation of His will for salvation and conduct.

We believe in the Great Commission;
to proclaim the Gospel of our Lord Jesus Christ
to the uttermost parts of the earth. Amen.



MISSION STATEMENT

The primary mission of Ravi Zacharias International Ministries is to reach and challenge those who shape the ideas of a culture with the credibility of the Gospel of Jesus Christ. Distinctive in its strong evangelistic and apologetic foundation, the ministry of RZIM is intended to touch both the heart and the intellect of the thinkers and influencers of society through the support of visionary leadership of Ravi Zacharias.

VISION STATEMENT

Our vision is to build a team with a fivefold thrust of evangelism, apologetics, spiritual disciplines, training and humanitarian support so that the mandate of I Peter 3:15 might be fulfilled - to set apart Christ in our hearts as Lord and always be prepared to give a reason for the hope that is within us, with gentleness and respect, all for the glory of God:

- ① EVANGELISM with a particular focus on sceptics, cultural influencers and critical thinkers
- ② APOLOGETICS that addresses current issues and the intellectual struggles related to these concerns
- ③ SPIRITUAL DISCIPLINES that focus the mind and heart on the glory of God
- ④ TRAINING that comes alongside the Church or concerned Christians worldwide
- ⑤ HUMANITARIAN SUPPORT – through Wellspring, RZIM comes alongside internationally-positioned organisations helping to provide Rescue, Rehabilitation, Restoration and Re-entry to individuals, primarily women and children, in disadvantaged situations overseas. These acts of loving-kindness proclaim the Gospel in deed and thereby speak an apologetic that every human being can understand.

STATEMENT OF VALUES

Every organisation is built with a commitment to a set of fundamental values. It is difficult to articulate them comprehensively but properly understood, each value has both a focus and a host of other connected priorities. We are listing here the three major categories under which our values are expressed.

Doctrinal

- ① Centrality of the Word
- ② The Supremacy of Christ
- ③ Dependence on the Holy Spirit
- ④ Commitment to the Church
- ⑤ A vision for the world

Personal

- ① Authenticity of life
- ② Integrity of character
- ③ Security of each individual in his or her call. We should shun every attempt and temptation to be someone else. Peace and contentment will lie in the giftedness that God has given to each and in the expression of that gift to the fullest.
- ④ Discipline of work habits and study
- ⑤ Commitment to one's family

Professional

- ① Unity - by respecting and upholding one another in our individual responsibilities. Any attempt to divide the ranks is a serious abuse of our trust.
- ② Charity - graciousness and courtesy should be the manner in responding to all people, both in public and private.
- ③ Accountability practised personally in all commitments made and to our associates with whom we work.
- ④ Loyalty - to the organisation to which God has called us, so that we keep the ministry's calling and representation as one to which we give our best and as a result uphold the trust that God has given to all of us. Whenever there is genuine concern that we are not in keeping with biblical teaching and the rightful expectation of our constituency, it should be communicated to one's line manager who in turn will inform the president of such concern.
- ⑤ Humility - keeping a humble and teachable spirit is invaluable in God's sight.
- ⑥ Trustworthiness - we are communicators to large numbers of people. We must make sure that in all presentations facts are verified before they are preached so that there is trustworthiness to all statements. In this light, confidentiality should be honoured with firm resolve.
- ⑦ Punctuality for appointments and work hours.
- ⑧ Diversity — bearing in mind that we are supported by a wide constituency of denominational and cultural distinctives, we must be very careful in our pronouncements and practices.
- ⑨ Excellence in all we do.