

**Executive Director for
Lutheran Transitional Ministry Association (LuTMA)
(formerly NALIP)**

Candidates are invited to submit a letter of interest for the Executive Director position. Provide a resume of work history and experience that demonstrate the qualifications as delineated below. Elaborate upon experience with financial software and electronic media.

The position is part-time, requiring 10-15 hours per week on average. The time required varies from month to month.

Qualifications and values include:

- The E.D. is expected to act in accord with Christian beliefs, values, lifestyle, and ethics
- It is preferred that the E.D. be an ordained Lutheran pastor, and also preferred that the E.D. have completed basic LuTMA training.
- The E.D. is expected to represent LuTMA in a positive, exemplary fashion with all internal and external entities
- The E.D. will possess strong organizational skills in leadership, planning, collaboration, facilitation, and delegation
- The E.D. will possess basic financial management and technology skills
- The E.D. will possess strong communication (written and oral) skills
- The E.D. is fully accountable to the LuTMA Board with regard to position responsibilities

The position description is available [here](#):

http://www.nalip.net/docs/LuTMA_Executive_Director_Job_Descr.pdf

Please submit your letter of interest and resume by email no later than October 31, 2019 to:

The Rev. Thomas K. Schoech, Chair, LuTMA Board
email: schoecht@yahoo.com