



General Secretary Selection Committee

Key Points

The United Church of Canada is embarking on a search process for its next General Secretary. A Selection Committee supported by an executive search professional will recommend the next General Secretary to be appointed by the General Council Executive.

Vacancies: 2–3 vacancies (members-at-large)

Key skills: Deep understanding of the United Church or experience and understanding of the role of the senior executive in other large complex organizations.

Meeting expectations: Two to four online meetings per month and at least one in-person meeting anticipated for September or October. First online meeting to occur May 11 or 12.

About this Volunteer or Elected/Appointed Member Opportunity

Mandate

The United Church of Canada is committed to ensuring a fair and consistent recruitment and appointment process for the position of General Secretary of The United Church of Canada. The General Secretary is the senior staff and administrative officer of the United Church and is responsible for ensuring that the church's Call and Vision are advanced.

The role of the Selection Committee is to present to the Executive a recommendation for appointment as the next General Secretary of The United Church of Canada. In conducting its work, the Selection Committee will reflect on the current needs and future directions of The United Church of Canada and make those priorities in their deliberations.

The Selection Committee, supported by an executive search professional, will screen candidates, short-list at least two for interviews, and ensure reference checks are conducted. An independent professional assessment may be done with the leading candidate to ensure compatibility with the leadership expectations and culture of The United Church of Canada.

Should the incumbent leave the position within six months of being appointed, the Selection Committee will be reconvened to determine the strategy and timelines for a new appointment.

The Shared Services Unit - Human Resources is responsible for ensuring that the appropriate procedures are followed in all recruitment and selection processes and for retaining an executive search professional that will work with the Selection Committee. The Selection Committee is guided by The United Church of Canada's Human Resource Policy #1.7.

Membership

The members of the Selection Committee will be

- the Moderator (who will act as chair);
- the chair of the Moderator and General Secretary Accountability Committee;
- two members of the General Council Executive;
- one to two members recommended by the National Indigenous Elder's Council (if so willing); and
- two to three members-at-large from the United Church, to reach a total of no more than eight members.

The Selection Committee will include an executive search professional recommended by the Shared Services - Human Resources. The Executive Minister of Shared Services will be available as a resource for the Selection Committee.

Member Skills and Experience

The committee will be primarily composed of people with a deep understanding of the United Church, its current context, and the challenges and opportunities before it. The committee membership may also include people who instead have experience and understanding of the role of the senior executive in other large complex organizations.

Committee members will respect the committee process, be predisposed to collaboration and teamwork, and maintain confidentiality as required.

Committee members need to be able to participate in online video-conference meetings.

United Church Relationship: Active participant or full member.

Expectations and Term

Serving on the General Secretary Selection Committee is a significant commitment that will require active participation from each member of the committee. Appointments will be made by the General Council Executive on May 8; notifications will be sent that day in anticipation of a first online meeting very soon after.

- **Online meetings:** Anticipated to be at least 2–4 times per month, varying according to the stage of the search and selection process. The first meeting is tentatively scheduled to occur sometime on May 11 or 12, 2026.
- **In-person meetings:** An in-person meeting will occur in September or October 2026.
- **Expectations between meetings:** Review of materials between meetings.
- **Additional appointment possibilities or expectations:** None.
- **Appointment term:** The term of appointment is May 2026 to February 2027 (to conclude with the anticipated date for the covenanting service with the new General Secretary). The majority of the responsibilities will be concluded by November 2026.

For All Elected and Appointed Member Roles

The following expectations apply to all elected and appointed member roles for denominational committees and task groups.

Elected and appointed members will be:

- active in a community of faith or ministry;
- committed to the calling of the United Church and willing to discern God's yearnings for this work;
- predisposed to collaboration and teamwork;
- able to listen and discern;
- committed to right relations, the principles of the United Nations Declaration on the Rights of Indigenous Peoples, the vision of becoming an intercultural church, and the journey to becoming an anti-racist denomination;
- comfortable with and able to participate in electronic meetings; and
- able to commit the time required for this responsibility.

Elected and appointed members agree to a [Behavioural Covenant](#) as a way of committing to mutual relationships, responsibilities, and accountabilities.

All boards and committees of the General Council play a role in living into the [Call and Vision](#) of the United Church in fulfilling their responsibilities. Boards and committees work in partnership with the General Council Office as it implements the objectives of the strategic plan.

Equity Commitment

The United Church is committed to working toward the full participation of people with disabilities; youth and young adults; people who identify as Two Spirit or LGBTQIA+, Indigenous, racialized, or francophone; people active in French ministries; people who speak a primary language other than English or French; and people from marginalized communities not named here. This is a part of the United Church's commitments to equity and self-determination, as well as eliminating barriers and working toward the full participation of all peoples. Individuals with these identities and lived experiences are encouraged to express interest.

To the extent possible, each committee or task group will reflect the broad diversity of The United Church, with particular attention to its equity commitments and the presence of both lay people and ministry personnel from across the geography of the church.

Visit our [opportunities page](#) for information on this and other opportunities.

Use our [Selection Committee nominations form](#) to nominate someone or express your interest.

Deadline: Monday April 20, 2026