

This Week – September 17th

World Renew Position Opening - World Renew, an agency of the CRCNA has a **full-time position opening for a Senior Administrative Assistant**. This position will work 40 hours per week (5 days/week) in the Grand Rapids offices. The position is responsible for all administrative and office support activities of the US World Renew Co-Director. Visit www.crcna.org/jobs for more details or **to apply by completing an on-line application, submitting a current cover letter and resume indicating your interest by Friday, September 29, 2017.**

CRCNA Position Opening - The Christian Reformed Church in North America has an opening **for a part-time (15 hrs/wk) Network Resource Assistant with the CRCNA in our Grand Rapids, Michigan office**. As part of the 'One Click' initiative, this position will facilitate the online cataloguing of resources developed or recommended by Christian Reformed Church ministries. For more details, visit www.crcna.org/jobs. **To apply, complete an online application, attaching a current resume and cover letter, by September 27, 2017.**

CRCNA Position Opening - The Christian Reformed Church in North America (CRCNA) has an opening **for a full-time Ministry Consultant with Pastor Church Resources in our Grand Rapids, Michigan office**. This position will engage in consultation work with congregations and pastors including prevention, education, and intervention in situations of transition or conflict. For more details, visit www.crcna.org/jobs. **To apply, complete an online application, attaching a current resume and cover letter, by October 12, 2017.**

CRCNA Position Opening - Back to God Ministries International (BTGMI), an agency of the Christian Reformed Church in North America (CRCNA), has an opening for a full-time Advancement Project Specialist in Grand Rapids, Michigan. This position plays a key role in BTGMI's Advancement Team, managing multiple projects and providing executive assistance to the Director of Advancement. The Advancement Project Specialist will work collaboratively with all members of the team and outside vendors as BTGMI engages with donors who support this international ministry. For details, visit www.crcna.org/jobs. To apply, complete an online application, attaching a current resume and cover letter, by September 21, 2017.

CRCNA Position Opening - The Christian Reformed Church in North America (CRCNA) has an opening for a **full-time Connections Catalyzer in our Burlington, Ontario office**. This position will work to develop relationships with, connect, coach, and resource congregational leaders and support congregational use of The Bridge App/Portal. For more details visit www.crcna.org/jobs. **To apply, complete an online application, attaching a current resume and cover letter, by September 29, 2017.**

AT NACE, WE HAVE BEGUN THE SCHOOL YEAR, BUT ARE STILL SEEKING TWO BUS DRIVERS. (ROUTES LISTED BELOW): NACE is a small, independent, faith-based school board operating two schools: Covenant Christian School in Smithville, and John Knox Christian School in Stoney Creek, and running 11-12 bus routes with students aged JK through grade 12. Our drivers are paid competitively, have a single route (you get to know your families and students!), are offered opportunity to drive occasional charters, and most of all are a part of a small team that knows one another, dedicated to the overall mission of the schools: to help kids live for Jesus, learn for life, and serve with gladness. We pay medical and licensing fees associated with obtaining/keeping your 'B' class license. We are seeking drivers to begin immediately as well as spare drivers for fill-in or short term relief. Routes may vary, however, we currently require drivers for: a) Welland to Smithville, and b) Binbrook/Hamilton to Smithville. Requirements: Minimum 3 years bus driving experience; 'B' class drivers license; Clean driving record; Reliable, friendly, able to relate well with children; Able to pass a vulnerable sector check. If you are reliable, seeking reliable work, love working with kids, have three years bus driving experience with a clean record and are interested in joining not only a team of drivers but a team of parents, teachers, and administrators dedicated to the growth of students, we want to hear from you! Contact Kevin Huinink, Executive Director (khuinink@nace.ca / 905-643-2460 or 905-957-7796)

World Renew Position Opening - World Renew, an agency of the CRCNA, **has a full-time position opening for a Program Associate in Donor Relations**. This position will work 40 hours per week (5 days/week) in the Grand Rapids offices. The position will support the World Renew Donor Relations team, including but not limited to expressing appreciation to donors, promoting their understanding and alignment, and increasing their financial support of World Renew. This position is held accountable to a fundraising plan. Visit www.crcna.org/jobs for more details; to apply, complete an on-line application, submitting a current cover letter and resume indicating your interest **by Friday, September 22, 2017.**

Job Opening - Program Manager, Digital Marketing & Communications - Are you passionate about digital marketing, advertising campaigns and management of a website? If so, we have an opportunity for you! World Renew, an agency of the Christian Reformed Church in North America (CRCNA), **has a full time opening for a Program Manager, Digital Marketing and Communications within our Constituency Relations (CORE) team**. This opportunity will be based out of the Burlington, Ontario, Canada or Grand Rapids, Michigan, USA office. This position will plan and execute all digital marketing campaigns including e-mail, social media, SEO (Search Engine Optimization), Paid Search, and digital advertising campaigns with staff and agency partners. Please visit our website at www.worldrenew.net/careers for more information, or to apply.