

# Director

## The Pace Center at Virginia Commonwealth University

Richmond, Virginia | Full-time | Salary: \$65,000–\$80,000 plus benefits

### About the Pace Center

The Pace Center is the Wesley Foundation serving Virginia Commonwealth University (VCU) in Richmond, Virginia. Pace is a ministry of the Virginia Conference of The United Methodist Church and is supported by an ecumenical partnership including: Episcopal, Lutheran (ELCA), Presbyterian (PCUSA), United Church of Christ, and the Christian Church (Disciples of Christ) in Virginia.

Rooted in the Christian tradition, Pace serves students of all faiths and backgrounds, including those with no religious affiliation. Pace is multicultural, open and affirming, and committed to creating a community where students experience belonging, discover their gifts and purpose, and grow as servant leaders.

Approximately 1,000 students engage with Pace each year through meals, community-building events, small groups, mentoring, leadership development, worship, and a wide range of largely student-led programs. Pace's ministry is shaped by four interconnected practices—hospitality, storytelling, vocational discernment, and servant leadership—and by an asset-based approach that begins with the gifts already present in students and communities.

In 2023, Pace received Duke Divinity School's Traditioned Innovation Award, recognizing its creative approach to drawing from Christian tradition while developing new models of ministry.

### A New Season of Leadership

For the past ten years, Pace's Director has led the ministry from a startup into a strong, established organization with a vibrant student ministry, talented staff, engaged Board, broad network of church and community partners, and an annual operating budget of approximately \$500,000.

As the current Director prepares for her next season of ministry, Pace is seeking a new Director to lead the organization into its second decade.

This is an opportunity to inherit a healthy and innovative ministry—not to rebuild it. The next Director will steward what has been created, develop a growing staff team, strengthen Pace’s financial sustainability, and help discern what the ministry can become next.

Although the Student Engagement Coordinator leads most day-to-day student programming and pastoral care, the Director should have a genuine sense of call to campus ministry and maintain a visible, relational presence within the student community.

The Director will build relationships with students and student leaders; participate regularly in selected meals, worship services, leadership gatherings, and significant events; provide spiritual and pastoral leadership; and ensure that Pace remains responsive to students’ experiences, gifts, questions, and needs.

The Director will also support Pace’s emphasis on vocational discernment and student leadership, helping create a culture in which students move from participants to contributors and leaders.

## **Position Summary**

The Director serves as Pace’s primary organizational and spiritual leader.

The position requires strong executive functioning: the ability to hold vision and complexity, establish priorities, manage competing responsibilities, develop systems, delegate effectively, supervise staff, and ensure follow-through.

The Director oversees a ministry that includes:

- Three full-time and two part-time staff
- Approximately four interns and ten fellows
- More than 30 student leaders
- More than 150 community volunteers
- Approximately 1,000 students annually
- An operating budget of approximately \$500,000

Pace has intentionally developed a function-based staffing model. The Director provides leadership, supervision, coordination, and accountability while empowering staff to own student ministry, advancement and community engagement, and operations and administration.

## **Primary Responsibilities**

### **Organizational and Staff Leadership**

- Provide overall vision, strategic direction, and organizational leadership.
- Supervise, coach, and evaluate staff.

- Ensure healthy structures for interns, fellows, student leaders, and volunteers.
- Establish clear priorities, responsibilities, decision-making authority, and accountability.
- Build a collaborative culture that develops leaders rather than centralizing responsibility in the Director.
- Anticipate organizational needs and make sound decisions in a complex ministry environment.

## **Fundraising and Financial Leadership**

- Lead fundraising strategy to support the annual budget.
- Cultivate and solicit individuals, congregations, denominational partners, foundations, alumni, and institutional supporters.
- Work with the Community Engagement and Advancement Manager on donor stewardship, church and denominational relationships, grants, communications, advancement systems, and funder reporting.
- Partner with the Board and Finance Committee in budgeting, financial planning, and long-term sustainability.

## **Spiritual Leadership and Student Presence**

- Maintain a visible, relational presence within the student community
- Build relationships with students and student leaders
- Participate regularly in the ongoing activities of Pace
- Provide spiritual/pastoral leadership to students and staff
- Ensure that Pace is responsive to student experience and growth

## **External Relationships**

- Represent Pace with VCU, churches, denominational bodies, donors, alumni, nonprofit organizations, and community partners.
- Maintain and deepen relationships with the Virginia Conference of the United Methodist Church and Pace's ecumenical partners.
- Strengthen relationships with congregations that provide financial support, volunteers, meals, mentoring, and other resources.
- Preach, teach, facilitate, or speak publicly when appropriate.
- Communicate Pace's mission and impact compellingly to a wide range of audiences.

## **Board, Governance, and Denominational Accountability**

- Serve as the primary staff partner to the Pace Board of Directors.
- Work with the Board Chair and committees on strategy, finances, personnel, governance, and organizational health.

- Maintain strong relationships with the Virginia Conference of The United Methodist Church and Pace's other denominational and institutional partners.
- Ensure timely and accurate reporting to the Virginia Conference, ecumenical denominational supporters, grant funders, and other institutional partners, working with appropriate staff to prepare and submit reports.
- Ensure appropriate nonprofit, financial, employment, grant, and denominational accountability.

The Virginia Conference of The United Methodist Church is the employer for this position, while the Pace Board provides significant hands-on governance and oversight.

Being a United Methodist clergy is not required, however, if the selected candidate is United Methodist clergy, the individual will serve through Episcopal appointment.

## Qualifications

### Required

- Demonstrated Christian faith and alignment with Pace's mission and values.
- Commitment to ministry that is open and affirming (LGBTQ), multicultural, ecumenical, and welcoming to students across faith traditions and backgrounds.
- Alignment with the principles and social commitments of [The United Methodist Church](#).
- Strong executive functioning, including demonstrated ability to prioritize, organize, delegate, build systems, manage competing responsibilities, and follow through.
- Five to seven years of experience supervising and developing staff or teams.
- Demonstrated experience leading a complex organization, ministry, program, or comparable initiative.
- Experience in campus ministry, higher education, nonprofit leadership, congregational leadership, or community-based ministry.
- Experience managing a budget of approximately \$500,000 or more.
- Demonstrated fundraising success.
- Experience working with a nonprofit Board.
- Experience developing student, volunteer, or emerging leaders.
- Ability to oversee organizational finances and lead significant fundraising efforts.
- Strong relationship-building and communication skills.
- Emotional maturity, sound judgment, adaptability, and collaborative leadership.
- Willingness to learn and embrace Pace's asset-based approach to ministry.

### Preferred

- A demonstrated sense of call to campus ministry or ministry with college students and emerging adults.
- United Methodist clergy status with a Master of Divinity

- Familiarity or willingness to learn Asset-Based Community Development or another gifts-based, participatory leadership approach.
- Graduate theological education or comparable ministry formation.

Preference will be given to qualified United Methodist clergy candidates, though clergy status is not required. Prior experience with Asset-Based Community Development is also not required; experience with ABCD or a similar approach would be a significant asset.

## **Compensation and Benefits**

The anticipated salary range is \$65,000–\$80,000, depending on experience and qualifications.

This is a full-time, exempt ministry position. Salary commensurate with experience and (if applicable) clergy status in the United Methodist Church. For UMC clergy, this ministry serves as a full-time appointment with full clergy benefits (housing allowance, health insurance, retirement contribution). With respect to this position, United Methodist clergy applicants are ultimately accountable to the appointment authority of the bishop. The hiring process will be subject to the appointment process.

For laity, the benefits package will include retirement contributions and support for health insurance coverage, as provided for lay employees of the Virginia Annual Conference.

Benefits also include paid time off, and professional development.

## **To Apply**

Candidates should submit a résumé, cover letter describing their interest in Pace and relevant leadership experience, and contact information for three professional references to [pacedirectorsearch@gmail.com](mailto:pacedirectorsearch@gmail.com).

Applications will be reviewed beginning September 1, 2026, and will continue until the position is filled.