



Director of Church Operations – St. John's Vancouver Anglican Church

*This executive search is conducted by
Nelson/Kraft & Associates on behalf of St.
John's Vancouver Anglican Church*

EXECUTIVE SUMMARY

St. John's Vancouver Anglican Church is searching for a relational and motivated operations professional to join their team as Director of Church Operations.

The Director of Church Operations is a key role in the Senior Leadership Team supporting the mission of St. John's Vancouver as a thriving, gospel-centred Anglican church. This role requires a person who is a growing disciple of Jesus Christ and fully embraces the vision of St. John's Vancouver and values of the Anglican Diocese of Canada.

Working closely with the Rector and other senior leaders, the Director of Church Operations gives direction and oversight to financial processes, human resources and administrative systems. It is an ideal role for someone who brings integrity and clarity to complex organizations. This person reports to the Rector and supervises administrative staff.

If you are an operations leader with expertise in financial, HR and governance management, and you fully align with the vision and mission of St. John's Vancouver, we would love to hear from you.

ABOUT US

St. John's is an Anglican church that is part of the [Anglican Diocese of Canada \(ADOC\)](#). We are a diverse church located in central Vancouver, Canada. Our members come from a variety of ethnic and cultural backgrounds, but we are all united by our common belief in the gospel of Jesus Christ, and by an Anglican way of being Christians that is biblical, liturgical, prayerful and missional.

St. John's currently has an average weekly attendance of 600-700 people across three services and has an amazingly gifted staff of 20 people.

OUR VISION

To be a community of contrast, gripped by the gospel of grace, sharing Christ with our city.

WHAT WE BELIEVE

Christianity is about Jesus Christ, and the gospel is good news of great joy for all people. It is not advice or rules, but the proclamation of what God has done in the life, death and resurrection of his Son Jesus Christ.

WHO WE ARE

We believe the good news of Jesus' life, death and resurrection is of first importance, and has the power to transform us, our communities and the world. We strive to be a living model of 'Mere Anglicanism'—a multigenerational community, gripped by the gospel of grace, seeking to reach and serve our multicultural society for his glory.

QUALIFICATIONS

- At least 5 years of management experience, ideally in a nonprofit, church or mission-focused organization.
- Passionate about helping churches flourish through behind-the-scenes excellence.
- An excellent communicator and team-builder, known for your people skills and steady presence.
- A confident steward with growing knowledge of Canadian charity regulations, not-for-profit reporting and governance.
- Skilled in QuickBooks Online, Google Workspace and financial systems, with strong reporting and budgeting ability.
- Comfortable with donor systems (like Planning Center) and performance evaluation metrics.
- Well organized, detail-oriented and motivated by purpose and integrity.
- A creative problem solver who can manage complexity with clarity, wisdom and grace.

Location: Vancouver, BC

Application Deadline: October 6, 2025

Start Date: TBD

Salary Range: \$90,000 - \$97,000 plus benefits

APPLY online at nelsonandkraft.com/jobs with your cover letter and resume. You must be eligible to work in Canada.

ABOUT US

[Nelson/Kraft & Associates Inc.](#) is an executive consulting firm that specializes in working with not-for-profits and for-profit businesses across Canada, assisting them in the placement of senior executives and directors.

Nelson/Kraft & Associates Inc. welcomes and encourages all interested applicants to apply for this position. Nelson/Kraft & Associates Inc. is committed to the principles of diversity and inclusion in its hiring practices, and will only make distinctions among interested applicants in accordance with the applicable Human Rights legislation.

Nelson/Kraft & Associates Inc. also welcomes and encourages applications from candidates with disabilities. Accommodations are available on request for candidates taking part in the selection process. If you require disability-related accommodation during the recruitment process, please contact us.