

Interim Executive Director Profile

Organization Overview

ACPE: The Standard for Spiritual Care and Education is a national, multi-disciplinary, multi-faith, and multi-racial professional association serving spiritual care educators, practitioners, chaplains, pastoral counselors, spiritually integrated psychotherapists, faith communities, and educational institutions. ACPE advances transformative spiritual care and counseling through rigorous education, reflective practice, inclusive community, and ethical formation in service of healing and human dignity.

ACPE provides accredited Clinical Pastoral Education programs for spiritual care professionals of any faith and in a wide range of settings, including health care, congregational, community-based, correctional, and educational contexts. Through accreditation, certification, continuing education, communities of practice, networking, and leadership development, ACPE supports formation for professionals whose work strengthens spiritual health and care for people and communities.

The Opportunity

ACPE seeks an interim executive leader who can provide continuity, stability, and confidence during a sensitive leadership transition while helping the board, staff, and members continue important work already underway. This is an interim leadership assignment, not a permanent appointment. The board's priority is to identify a seasoned leader who can enter the organization with care, sustain essential operations, support sound governance, and prepare ACPE for a successful permanent Executive Director search.

To preserve the neutrality and credibility of the permanent search process, the Interim Executive Director will not be eligible to stand as a candidate for the permanent Executive Director position.

Leadership Context and Transition Priorities

Following the sudden death of its Executive Director, Lynnett Glass

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Key Priorities for the Interim Period

- Provide steady executive continuity and visible support for staff, board members, commissions, and member communities.
- Help the board, staff, and members understand the implications of organizational redesign work, collaborating effectively with and learning from ACPE's knowledgeable professional staff as the organization determines the best path forward.
- Sustain confidence in ACPE's core accreditation, certification, education, member engagement, and operational functions.
- Strengthen communication, role clarity, and decision-making during the interim period.
- Maintain constructive relationships with external partners and related professional communities.
- Prepare the organization for an orderly, trusted, and well-supported transition to its next permanent Executive Director.

Core Responsibilities of the Interim Executive Director

Executive and Strategic Leadership

- Direct execution of ACPE's strategic and organizational priorities during the interim period.
- Help the board, staff, and member leaders assess the implications of organizational redesign work and determine the best path forward.
- Support organizational continuity, financial sustainability, and effective delivery of accreditation, certification, education, and member services.
- Provide members with clear, timely, and confidence-building communication about the transition and its implications.

Staff Leadership and Operational Management

- Lead, support, and coordinate the national office staff, including education, operations, member engagement, finance, and administrative functions.
- Oversee day-to-day operations, budget administration, human resources, infrastructure, and program support.
- Develop staff capacity, clarify responsibilities, and sustain a healthy, effective, and accountable work environment.

Governance and Board Relations

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External Relations, Partnerships, and Advocacy

- Represent ACPE as a credible spokesperson and advocate for clinical pastoral education, spiritual care, and professional chaplaincy.
- Maintain and cultivate constructive relationships with health care leaders, academic institutions, faith communities, professional organizations, government bodies, and ecumenical/interfaith partners.
- Communicate ACPE's mission, values, and transition priorities clearly to members and external constituents.

Qualifications

- Commitment to ACPE's values: diversity and inclusion, integrity, curiosity, process, and service.
- Master's degree in management, nonprofit leadership, business administration, organizational leadership, or a related field.
- At least ten years of progressive, creative leadership in nonprofit association management and administration.
- Successful record of working effectively with boards, member communities, committees, and professional staff.
- Demonstrated emotional intelligence, including the ability to lead with compassion, steadiness, discretion, humility, and clarity during a period of grief, uncertainty, and organizational change.
- Demonstrated ability to build trust, empower staff, and sustain healthy executive relationships during periods of change.
- Successful experience with complex financial management, budgeting, resource allocation, and organizational sustainability.
- Understanding of fundraising, investments, and nonprofit financial stewardship.
- Demonstrated commitment to diversity, equity, inclusion, and cultural humility.
- Demonstrated commitment to staff development and organizational capacity building.
- Strong knowledge of association leadership, nonprofit governance, and board/staff role clarity.
- Ability to begin service by the end of September 2026 and serve until ACPE's next permanent Executive Director is hired and begins service, with the interim term expected to conclude no later than June 30, 2027.

Preferred Experience and Desired Attributes

- Master's or terminal degree in theology, ministry, counseling, spiritual care, or a related field, or equivalent professional experience.
- Knowledge of or experience in clinical education, psychotherapy, spiritual care, chaplaincy

September 10, 2026



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Term of Service

The anticipated appointment will begin by the end of September 2026 and continue until ACPE's permanent Executive Director is hired and begins service, with the interim term expected to conclude no later than June 30, 2027. The Interim Executive Director will provide immediate executive continuity while helping ACPE prepare for a successful permanent Executive Director search and leadership transition. The board expects the Interim Executive Director to work in person in the ACPE office Tuesday through Thursday, with remote work on Monday and Friday.

Application Materials

Individuals interested in the Interim Executive Director role should submit a current resume and a cover letter that describes their interest in the position and confirms their availability. Application review will begin immediately (September 7, 2026) and continue until the position is filled. Materials should be sent to mleroy@leroy-associates.com.

This profile is intended for online posting and distribution to interim executive search firms.