

Qualities & Requirements of General Secretary of the ASA 2023

Serving as the General Secretary of the Anthroposophical Society is a sacred task. Over and above all of the qualities and requirements listed below, this individual demonstrates clarity of thought, warmth of heart, and integrity in action.

The Anthroposophical Society in America is a cultural organization and the General Secretary must have a living, foundational understanding of the cultural life of anthroposophy. This is an organization conscious of its threefold nature, and the General Secretary works out of these three ideals: liberty, equality, and mutuality.

The General Secretary will be compensated as a full-time position. Note that this is a significant change from the modest stipend provided in the past, and is intended to make it possible for a broad and diverse range of candidates to consider applying.

Spiritual/Cultural Responsibilities (Liberty)

- Member of the School for Spiritual Science
- Works with the North American Collegium of the School for Spiritual Science, First Class Holders, Section Leaders and the Council of Anthroposophical Organizations (CAO)
- Ability to travel to Branches and Groups on behalf of the General Council
- Jointly works with the General Council and the Society leadership on future visioning and strategic planning
- Collaborates on donor opportunities, donor cultivation and donor stewardship
- Ability to inspire through spoken and written word via a variety of communication channels
- Familiarity with German language helpful
- Knowledge of the higher worlds

Collaboration/Representational Responsibilities (Equality)

- Represents the General Council to the US membership
- Visits Branches and Groups on behalf of the General Council
- Attends the General Council meetings as an Executive Member of the Council
- Works closely with the Chair of the Council
- Capacity to co-create functional agreements on healthy working relationships
- Competent and confident in spoken and written word
- Active and engaged listener and listening partner
- Capacity for collaborative leadership and consensus building
- Skillful in diplomacy

Association/Relationship Responsibilities (Mutuality)

- Represents the ASA to the Goetheanum and the World-Wide Membership of the Society
- Works in partnership with the North American Societies/General Secretaries of Canada, Hawaii and soon Mexico
- Stewards Member and Donor relations
- Works on activities that support new members
- Familiarity with budgets and finance, development and fiscal planning
- Digital competence and agility in cyber civics