



August 9, 2024

Re: Second request to approve the work of Kevin teBrake as Director of Planned Gifts & Investments for the Christian School Foundation as consistent with the calling of the Minister of the Word per Church Order article 12-c.

Dear Fred Vander Sterre, Stated Clerk Classis Huron,

At our council meeting on May 2, 2024, we once again reviewed and discussed the opportunity to re-submit a request to for Classis Huron and the Synodical Deputies to re-consider the request to approve the position of the Director of Planned Gifts & Investments for the Christian School Foundation as consistent with the calling of the Minister of the Word according to Church Order article 12-c and to extend a call to Kevin teBrake to fill this position.

Kevin has been part of our congregation since September 2014. During his time as our full-time pastor, he was faithful to his calling, cared for our church and the surrounding community, and participated in various classis and denominational committees.

Kevin sensed that God was calling him out of full-time parish ministry and continuing to lead him into a direction of full-time ministry in another capacity. We truly believe that God led Kevin into the role of Director of Planned Gifts & Investments where both Kevin's past experiences of accounting and ministry have come together serving God and His people. In addition, in a letter from the Christian School Foundation, they have come to see the preference of filling this role with an ordained pastor, and that ordination is an asset to this role.

Lord willing, Kevin's intent is to remain in this role until he is called into another position or retirement. It is his desire to acknowledge this work as his area of ministry calling and to remain ordained in this role.

This letter includes the following:

1. The Christian School Foundation updated Description of the Role and Activities for the position of Director of Planned Gifts & Investments has been included as a separate document.

In our first request, a job description specifically for the general hiring of this position was provided. This updated document provides the tasks and activities related to this role particularly in the area of ordination.

2. An outline of the supervision that Exeter CRC will provide Kevin in this role.

- a. Kevin will present an annual summary of his work and God's faithfulness in this work at the Christian School Foundation to the Council of ECRC. This summary can be in a written report, verbal report or both.

- b. The Council of ECRC will conduct a ministry review of this role every three years, demonstrating how this role remains consistent with that of the Minister of the Word.
- c. Due to the nature of this role including travel across Canada and the reality that Kevin preaches at other congregations across Canada, Kevin's attendance at regular worship at ECRC will be minimal. The elders of ECRC will provide support and oversee Kevin's life and work through at least a bi-annual visit.
- d. The Council will encourage Kevin to continue to share his expertise and gifts with ECRC, other churches in Classis Huron and the denomination.
- e. The council will continue to invite Kevin to preach at least once per year and share his work with the congregation. Recently, Kevin has preached on October 1, 2023, February 5, 2024 and June 30, 2024.
- f. Kevin can continue to be considered for delegation to Classis or Synod where permitted.

As a partner in this supervision, Kevin will:

- a. Provide the council with an annual report of his work and God's faithfulness in this work.
- b. Provide the council with an annual summary of denominational involvement such as preaching, equipping, training events, etc.
- c. Inform the council of any changes in his job description or status of employment.
- d. Continue with educational, professional or personal development.
- e. To the best of his ability, commit himself to active involvement in a local church and preaching at least once a year in his calling church.
- f. Serve in volunteer roles for the Classis or denomination or other related ministries.

3. A summary of how this position will be consistent with his calling to Minister of the Word.

- a. *Preaching the Word:*
In this role, there are opportunities to share the gospel at schools, churches, senior homes and other settings. In each of the presentations, there is a strong component of Biblical teaching sharing that God is a giving God through what he has done for his people through His son, Jesus Christ. Since we are made in God's his image, we are people who respond by obediently and stewardly giving back to God and His Kingdom.
- b. *Administering sacraments:*
Through the preaching in Christian Reformed churches in several Classis, and particular in vacant churches, there are opportunities to lead communion and baptism services.
- c. *Conducting public worship:* With the opportunity of remaining ordained, conducting public worship services which includes the above preaching and administering of sacraments continues to occur. In addition, through public worship services, the mission of the church and God's Kingdom can be advanced by encouraging stewardship and our Biblical response towards Christian education.
- d. *Catechizing and training:* The central responsibility of this role is to provide training and resources through many venues for school and church leaders—pastors, elders,

deacons, financial persons, principals, teachers and other volunteers in churches and schools. This training and participating in spiritual growth include preparing resources that offer teaching on the mission of the church of Jesus Christ, and that equip leaders with tools for making thoughtful and discerning decisions about how people can response through charitable and effective giving to their churches and Christian organizations. This work is enhanced through knowledge and expertise in and a love for the Reformed confessions and of the teachings of Scripture. Furthermore, opportunities arise to speak to students at Christian schools bringing in the Reformed Christian worldview.

- e. *Pastoral care*: In establishing partnerships and relationships with schools, churches and retirement homes, the Director of Planned Gifts and Investments is in a unique position to offer encouragement and compassion with those whom he will connect. Particularly, in this role there is opportunity to discuss legacies and how God will use the resources that He has entrusted to us beyond our life on this earth. Furthermore, there are several pastoral care opportunities to comfort and provide hope to families whose loved ones have provided planned and estate gifts to the Christian schools.
- f. *Promoting evangelism*: The mission of the Christian School Foundation is to “draw Christian Schools and donors together to expand the influence of Christ in our culture.” The Christian School Foundation, by the guidance and power of the Holy Spirit, is a growing Foundation of Christian Schools called to witness Jesus Christ and advance God’s reign in the regions in which we live across Canada. The Christian School Foundation, in partnering with both Christian schools and donors, attempts to carry out the mission of the Foundation and its respective Christian schools. The Foundation desires to tell the world that it belongs to God and that Jesus is Lord of all and we all have an opportunity to respond as stewards of God’s creation. This position is ultimately responsible for helping to facilitate the mission of the organization and God’s mission to be carried out.

Much of the Foundation’s work, including this role, is to promote Christian education across Canada (CO art 71) and to make it affordable to all. The good news of the gospel is proclaimed and our obedient response particularly through the means of our stewardship.

Request to Classis Huron:

The Council of Exeter Christian Reformed Church requests that Classis Huron, with the concurring advice of the Synodical deputies, declares that the work of Director of Planned Gifts & Investments of the Christian School Foundation is consistent with the calling of the Minister of the Word and that Classis Huron grant approval for Kevin teBrake to be called to this position.

Letter of Call if the Request is Granted

Exeter Christian Reformed Church recognizes Kevin teBrake’s role as Director of Planned Gifts & Investments in the Christian School Foundation as one that is consistent with him being a Minister of the Word.

We desire to support and honour that work by holding Kevin in a supervisory role under the Council and Elders of Exeter CRC. Kevin has been a member of Exeter CRC since September 2014.

We ask that under Classis Huron, he be recognized as a Minister of the Word under the supervision of Exeter CRC.

We acknowledge the gifts he has as Director of Planned Gifts & Investments for the Christian School Foundation and the benefit from those gifts within our congregations and denomination.

Our mission statement at Exeter CRC is that we are training to become a clear reflection of God's glory within ourselves, towards others and within our community. This aligns closely to the mission statement of the Foundation and the role of the Director. We affirm that Kevin's role supports our mission statement. We will support and encourage the role that he participates in with the Christian School Foundation.

Sincerely,



Gerard Steenbeek,
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