



Title: **Denominational Minister of Ministerial Leadership**

FTE: 1.0

Status: Exempt

Reports to: Associate Executive Director for Church Vitality

Location: Flexible (MC USA office in Elkhart, Indiana, preferred)

1) Key Services

a) Ministerial Leadership Information

- i) Work with the Associate Executive Director (AED) for Church Vitality on credentialing standards and questions related to application of MC USA polity.
- ii) Have working knowledge of the MLI process from inquiry to completion.
- iii) Have working knowledge of the technical aspects of the MLI process (i.e., MennoData, Raiser's Edge).
- iv) Serve as primary contact between Church Vitality office and the Mennonite Mission Network IT department, ensuring MennoData is secure and functioning
- v) Ensure MLI documents are updated and available in English and Spanish.

b) Documents and resources

- i) Maintain and revise critical documents for conferences, congregations, and pastors.
 - (1) Pastor congregation evaluations, PCRC resources, etc.
 - (2) Pastoral transitions (congregational and candidate)
 - (3) Pastor salary guidelines in collaboration with Everence
 - (4) Wellbeing in Ministry documents
 - (5) Creation of new resources as needed
- ii) Work with MC USA Communications team to ensure documents are updated on the MC USA website.

c) Provide direction to Church Planting initiatives within MC USA

- i) Administer the Thrive Church Planting Grant
- ii) Connect with Thrive Church Planting Grant recipients throughout the grant cycle
- iii) Ensure Mennonite Mission Network church planting initiatives accomplish Executive Board (EB) church planting goals

- d) Support MC USA Area Conference Ministers
 - i) Develop trusting relationships
 - ii) Check-in regularly with executive conference ministers
 - iii) Provide pastoral care for conference ministers
 - iv) Coach conference ministers as requested or in response to emergent needs

2) Regular Meetings

- a) MC USA area conference assemblies (shared responsibility with AED of Church Vitality)
- b) Attend regular conference ministers meetings (monthly, annual)
- c) Constituency Leaders Council (CLC)
 - i) CLC planning committee
- d) Church Benefits/MRT Board (MC USA EB rep)
- e) Mennonite Mission Network board meetings
- f) Regular check-in with AED for Church Vitality and Church Vitality team
- g) *Vision* editorial board
- h) *Leader* editorial board

3) Key relationships

- a) Relate to Senior Executive of Ventures for Mennonite Mission Network
- b) Relate to MC USA area conference ministers
- c) Relate to national staff in MC Canada

4) Leadership and Communication Skills

- a) Ability to work as part of a team
- b) Self-manage to accomplish tasks
- c) Adaptability and prioritization
- d) Ability to travel
- e) Fluency in Spanish is a plus
- f) Anti-racism training

5) Experience/Education

- a) Advanced degree (MDiv, DMin, or equivalent)
- b) Experience as local church pastor or conference leader/minister

6) Additional required training (to be completed within first year of hire)

- a) Anti-racism training
- b) Healthy Boundaries/Abuse Prevention
- c) Abuse investigation training

October 2021