

Park Street Church
Minister to Internationals
Job Description

Overview

Park Street Church (“PSC”), founded in 1809, is a large, historic church in downtown Boston, with a membership of 800 and about 25 staff members. We are a diverse community of people whose mission is to make disciples of Jesus who become like him together. We believe and are united by the good news that Jesus is Lord. Our common life together is fueled by the joy that God has been so good to sinful and broken people like us, bringing us forgiveness, healing, and salvation—new life! Our response to God’s gift is to follow Jesus on the way of the cross, the way of love. This means that our life together—embodied in nine Regional Fellowships—consists of growing in loving God, loving one another, and loving our neighbors, and we regularly feed upon the word of God, the Bible, to inform and guide us in this way of love. We are committed to life-giving biblical proclamation, to transformative relationships with one another across the diverse generations and ethnicities that are found in our community, and to faithful worship of the triune God. Our mission and life are shaped by our location in the heart of the city of Boston and by a longtime passion for mission across the world. As we lean into a more intentional pursuit of this vision, we are in a time of transition.

Our staff are committed to serving one another as we serve Christ and to growing to greater maturity and health in Jesus. We meet weekly for staff chapel, a time of prayer and engagement in the Scripture. In our teammates we value godliness, collaboration, excellence, courage, and a commitment to healthy relationships.

The Minister to Internationals will have general pastoral and administrative oversight of the Ministry to Internationals at Park Street Church. The Minister to Internationals will direct, administer and coordinate the entire Ministry to Internationals program. This program includes the following four major components:

1. Park Street International Fellowship (PSIF)
2. the Van Baay House
3. the ESL program (both Conversational English and Academic English), and
4. any needed efforts or programs to help encourage and support international alumni/ae of this ministry who have returned to their countries including training in discipleship, evangelism and development of missionary candidates.

The Minister to Internationals will focus initially on providing strong leadership to PSIF. Once that is initially established, as a church in a time of transition, it is possible the Minister to International's scope could be expanded beyond the 4 major components above. If so, this would come via a collaborative discussion between the Senior Minister and the Minister to Internationals, informed by the needs and priorities of the ministry of the church.

Accountability

The Minister to Internationals will report to the Senior Minister on all general matters of ministerial interest as well as those responsibilities delegated to him by the Senior Minister and this job description. The Minister to Internationals is also expected to work in close partnership with the Minister of Missions, the Director of Global Outreach, the directors of the Van Baay house, and the leadership team of PSIF. As a church in transition, reporting relationships could change in the future and this would be worked out in a conversation between the Minister to Internationals and the Senior Minister.

General Pastoral Ministry

The Minister to Internationals serves alongside our Senior Minister and other ministers in carrying out the full range of pastoral responsibilities in the life of our community, seeking to equip the people of our congregation for work of ministry (Ephesians 4.12) and to “spend and be spent” for their souls (2 Corinthians 12.15). Every minister’s primary aim is to labor to “present everyone mature in Christ” (Colossians 1.28) and to do this through a faithful, stable, loving, Christ-like presence and ministry in our community. As ministers, we are generalists before we are specialists.

General Pastoral Duties:

- Participate in various elements of corporate worship on Sundays.
- Share in the development of vision and ministry direction as a member of the Ministry Leadership Team.
- Be regularly present on Sundays and throughout the week to welcome newcomers, including participation in and leadership of Newcomers’ Dinners, New Members’ Classes, and regular meeting with newcomers.
- Be assigned to 1-2 Regional Fellowships for the purpose of shepherding.
- Serve on rotation as the minister on call.
- Teach in New Members’ classes and Christian Formation classes.
- Offer pastoral counseling and do visitations, weddings, funerals, and other ministerial tasks as needed.
- Assist in other ways as needed in the overall shepherding of the church.

Specific Pastoral Responsibilities

- Park Street International Fellowship (PSIF)
 - o The Minister to Internationals attends and facilitates the weekly gathering of PSIF and leads the Bible study preparation and discipleship meetings for PSIF leaders. Since PSIF is led by volunteers, the Minister to Internationals frequently communicates with the leaders for mentoring, prayer, and planning—developing a leadership community for the ministry. The Minister to Internationals will provide care for and shepherd all members of PSIF. A key goal of this ministry is equipping Christian international students to be faithful witnesses to Jesus when they return to their home countries or wherever they go to work and minister through their professions.

- The Minister to Internationals helps in the preparation of and attends PSIF retreats.
- Van Baay House
 - The Minister to Internationals oversees the directors and residents of the Van Baay House, a co-ed residence near Harvard Square for resident directors (a couple) and eight Christian international students and scholars who are leaders in PSIF, use the house as a base for ministry to other international students and scholars, and are in training to be faithful witnesses to Jesus wherever God leads them. The Minister to Internationals oversees the process of selection of directors and new resident interns and communicates with the directors and interns concerning their ministry in the house and in PSIF and other arising issues.
- Conversational and Academic English
 - The Minister to Internationals oversees the work of the ESL Coordinator and Conversational and Academic English programs by attending ESL teachers' meetings and frequent communication with the ESL Coordinator and teachers.
- Preparation and follow-up of Returnees:
 - The Minister to Internationals works with the staff and volunteer leaders in PSIF and ESL to follow up with returnees, especially during the initial six months or so of those who came to faith here because of the challenges they face when they return home. The Minister to Internationals helps with the formulation and teaching of curriculum to prepare returnees to return as faithful witnesses to Jesus. The Minister to Internationals also works with our network of former returnees to help new returnees to connect with local fellowships back in their home countries. Contact is maintained through Zoom, phone, and email and visits, with current PSIF leaders, to returnees in their home countries (with a goal of making a visit abroad annually).
- Other
 - Meet regularly with the Missions Committee.
 - Equip the members of the church for greater ministry to, and to receive ministry from, our international members and friends. Help the church to embrace internationals as an integral group in the life of our church.
 - Serve as a visible spokesperson and resource to the ministerial staff and lay leadership on all matters concerning our international members and friends, including providing assistance with immigration issues.
 - Manage the operational aspects of the Ministry to Internationals program in accordance with the Statement of Missions Policy and the Bylaws of Park Street Church.
 - Work in consultation with the Senior Minister, the Church Administrator, the Minister of Missions, the Missions Treasurer, the Controller and the Missions Finance sub-committee, to develop and administer the annual budget as it pertains to the ministry to internationals.
 - Work with members of the congregation who are contemplating missionary service and those who have been accepted as candidates. Provide opportunities for ministry to our internationals that would be mutually beneficial.

- Represent Park Street Church at various local, State, regional, national and international ministry to internationals-related events for the purpose of keeping Park Street Church current with what God is doing in the world and to become aware of mission opportunities.

Requirements

It is a requirement for this position that the Minister to Internationals will signify agreement with Park Street Church's Covenant of Faith and Confession of Faith. The Minister to Internationals must agree with and affirm all doctrinal policies of Park Street Church approved by the Board of Elders and become a member of the church as soon as possible within the first year of service.

Qualifications

Faith:

- The Minister to Internationals requires a person with a strong faith which is recognized as consistent with the Statement of Faith of Park Street Church. The Minister to Internationals must be comfortable with Reformed theology, which is the historic perspective of the church and the predominant perspective of our staff, but also irenic toward other responsible Evangelical viewpoints.

Education:

- The Minister to Internationals must have at least a Master of Divinity degree from a well-regarded seminary (or equivalent). Additional education, such as a DMin, ThM, ThD, or PhD is desirable but not required. Candidates should have native-like fluency in English and in at least one other modern language.

Personal:

- The Minister to Internationals must have a warm and infectious devotion to Christ that is exemplified by obedience to the Word of God and a life of prayer. The candidate should be someone who models a loving, Christ-centered family and the pursuit of personal holiness. This position also requires someone who is blessed with strong pastoral and interpersonal skills and who is capable administratively. An approachable and humble spirit must be evident in the candidate as well.
- The position requires a person who can sustain with enthusiasm Park Street Church's ministry to internationals and someone who will be able to encourage and elicit the prayer, engagement, counsel, and labor of many volunteers.
- The Minister to Internationals, as a member of a team of Ministers at Park Street Church must exhibit a team spirit with a readiness and desire to help in any ministry of the Church if called upon.
- Given the international composition of our church (members come from more than 60 nations) and because of the benefit of having a Minister to Internationals who is able to

address from personal experience the concerns of receiving nations, candidates from outside the United States are especially welcome to apply.

Experience:

- The position requires at least five years of experience relevant for ministry to internationals. A demonstrated passion for both local and foreign missions must be evident.
- Since the international population of our church comes from more than sixty nations, the Minister to Internationals must be well informed in world affairs, especially related to the political situations evolving in the Middle East, Asia and Africa and be prepared to work closely with the Park Street Church Missions department in any way that would enhance the work of missions and our ministry to our international members and guests.
- Evidence of strong pastoral gifts will be required. The position of Minister to Internationals is the first point of contact for most of our international members and guests, many of whom have few or no other supportive contacts in this area. The unique circumstances and different cultures from which our internationals come require special sensitivity and wisdom on the part of the Minister to Internationals in dealing with their personal and professional needs. Candidates who have themselves been international students/scholars are encouraged to apply.