

# **MENNONITE CONGREGATION OF BOSTON**

## **JOB DESCRIPTION FOR HALF-TIME PASTOR**

The Mennonite Congregation of Boston (MCOB) - an open and affirming faith community meeting since 1962 - seeks a part-time pastor with a flexible start date between April and August 2023. MCOB is a small, multigenerational congregation from diverse spiritual backgrounds. We seek a candidate knowledgeable of Anabaptist theology and interested in exploring the connections between faith and justice in an urban context. Position requires pastoral care, communication management, worship planning, and 1-2 meditations per month or as needed. Compensation aligns with Mennonite Church USA Pastor Salary Guidelines. For more details or to apply, email the search committee ([menncob.pastor@gmail.com](mailto:menncob.pastor@gmail.com)).

The primary job responsibilities for the half-time pastor will be:

### **Communication and Administration**

- Facilitate and coordinate communication among the congregation and the broader community
  - Write and send the weekly “Epistle” newsletter to the congregation
  - Send informational emails to coordinate aspects of congregational life as needed
  - Respond to emails and phone calls from congregants and outside inquiries
  - Maintain a database of congregational contact information
- Collaboratively work with lay leadership
  - Meet with and receive/share updates from Council as well as other church committees as needed
  - Collaborate with Social Ministries Committee to identify and reach out to church agencies and outside groups focused on peace and justice concerns both in the community and beyond
- Evaluate which administrative tasks to take on and which to delegate
- Welcome and follow up with newcomers
- Participate in wider church (Atlantic Coast Conference and Mennonite Church USA) activities as possible

### **Worship Planning and Services**

- Work with the Worship Planning Committee to provide Sunday evening services
  - Participate in regular planning meetings and communication
  - Encourage congregants’ involvement in various services based on their talents and gifts
  - Assist with weekly order of worship preparation and dissemination
  - Assist/advise the Retreat Planning Committee with the annual Retreat
- Prepare and share 1-2 meditations per month, or more as needed
- Help open, set up, dismantle, and lock up the church’s meeting space before and after services
- Assist with zoom coordination for the once-a-month virtual service

## **Pastoral Care**

- Coordinate with the Pastoral Congregation Relations Committee and Congregational Care Committee to work with persons in crisis or who otherwise need or welcome pastoral care
- Prepare for and conduct formal religious occasions such as baptisms, child dedications, communion services, weddings, and funerals as the need arises
- Relate to young adults and families in order to sustain and grow the congregation
- Visit and check in with congregants who are elderly, injured, ill, and/or homebound
- Support congregational members in aging and end-of-life issues

## **Setting Goals and Vision**

- Lead the congregation in enhancing and refining our mission, vision, and values
- Shape enactment of Anabaptist beliefs, especially those focused on issues of social justice
- Explore how MCOB can have more outward and local community focus
- Help MCOB responsibly make changes to sustain and grow the congregation

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## **Position Details**

- Half-time
- Start date flexible, between April and August 2023
- Home office, with in-person services in Cambridge, Massachusetts
- Master of Divinity (MDiv) preferred, related degree, or relevant experience in pastoral ministry
- Compensation aligns with [Mennonite Church USA Pastor Salary Guidelines](#)
- Health insurance and partial housing allowance available

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## **About the Mennonite Congregation of Boston (MCOB)**

The Mennonite Congregation of Boston is a small, multigenerational congregation with about fifty active participants. We meet for worship and fellowship on Sunday evenings in the historic Harvard-Epworth church in Cambridge, Massachusetts (except for the virtual meeting the first Sunday of each month). With less than one-fifth of households living in Cambridge, MCOB is a geographically dispersed congregation in the metropolitan Boston area.

People who attend MCOB value the sense of community, activities that require group and communal effort, and the warmth and sense of belonging that comes from these activities. Some examples of valued activities include the annual retreat, hymn sings, nontraditional worship services, and the financial and hands-on support of refugees seeking asylum via ArCS RIM (the

Arlington Cambridge Somerville Cluster of Refugee Immigration Ministry). Participants also highly value the teaching and enactment of Anabaptist theology, values and practices, especially those focused on issues of social justice. Because of the high number of accomplished professionals in the congregation, members value theologically and intellectually rigorous discussions and meditations. Congregants value the time and energy we put into asking big questions about anti-racism, how to be activists for social change in immigration, homelessness, and how we should be living out the Kingdom of God more actively.

Affiliations: Atlantic Coast Conference, Mennonite Church USA

<https://mennonitecongregationofboston.org/>

<https://atlanticcoastconference.net/>

<https://www.mennoniteusa.org/>

*Prepared by the Pastoral Search Committee*

October 14, 2022