

GORDON CONWELL

THEOLOGICAL SEMINARY

Title: CUME Project Manager (for the Thriving Congregations New England-CUME Lilly Grant)
Reports to: Project Director of Thriving Congregations New England – CUME Lilly Grant
Location: Boston, MA
Status: Part-time (up to 20 hours per week)

Overview

Gordon-Conwell is a Protestant, evangelical, inter-denominational graduate school, unique with its broad array of nearly 2000 students and 200 faculty and staff from 98 denominations and 55 countries. Our four campuses include a residential model of education at South Hamilton, MA (our main campus); an urban context offering classes in five languages in downtown Boston, MA; adult educational models in our Charlotte, NC and Jacksonville, FL campuses, and cohort models involving students from around the world.

Our mission is to prepare men and women for ministry at home and abroad. Rooted in the gospel and God's Word, the seminary seeks to develop Christian leaders who are thoughtful, globally aware, spiritually mature and ready for a broad array of ministries. While being historically orthodox and evangelical, we seek to address the issues of our times with both relevance to the culture and faithfulness to Christ and God's truthful Word.

Position Summary

Gordon-Conwell Theological Seminary—Boston, known as the Campus for Urban Ministerial Education (CUME), is the grateful recipient of a \$1,000,000 grant from Lilly Endowment Inc. through its Thriving Congregations Initiative. Led by Dr. Virginia Ward, Dean of the Boston Campus and Executive Director for the Northeast Region, *Thriving Congregations in New England—CUME* will provide support to a mixture of multi-ethnic urban, suburban, and rural New England churches (or church triads) that are under-resourced or underdeveloped. In partnership with the Black Ministerial Alliance/TenPoint Boston, the Fellowship of Hispanic Pastors of New England (COPAHNI), and Vision New England, the program will help churches realign their ministries with their mission, adapt to a changing context, and review historic Christian practices. Findings will also be used to create a fresh paradigm for how the seminary serves the church in the decade to come.

Under the direction of the Project Director, the CUME Project Manager is responsible for connecting with and empowering churches in the Greater Boston area during the Lilly Grant period. The CUME Project Manager will be a direct liaison between Lilly Grant partners and church triads along with churches tangential to the Lilly Grant. They will also provide updates on congregational growth and progress throughout the grant to the Project Director. This individual should have relevant experience working with faith-based and ethnic communities. This is a part-time position (up to 20 hours per week).

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Primary Responsibilities

- Assist congregations in understanding their changing social, cultural, and economic contexts by empowering them to change and act.
- Respond to congregational training needs
- Facilitate and maintain regular communication with congregational triads and maintain infrequent communication with other partner churches
- Conduct routine assessments of project's status
- Work closely with project consultants during assessment and training periods
- Develop survey materials to be distributed to church congregations alongside Project Director
- Support project team members including but not limited to conflict resolution and mediation
- Help strengthen relationships between CUME and the churches CUME serves
- Build positive working relationships with Thriving Congregations-CUME Congregation Triads
- Assist the Project Director and perform other job-related duties as assigned

Required Competencies

- At least 2 years of demonstrated experience in Christian community organizing
- Strong written and verbal communication skills to interact effectively with staff, consultants, academic faculty, church partners, and other stakeholders in faith-based settings
- Strong computer skills, including word processing, spreadsheet, PowerPoint
- Positive, proactive, and personable team player
- Special interest in building power among people of color to fight for social, economic, and racial justice
- Ability to work with people from a variety of backgrounds
- Strong relationship building and organizational skills
- Project management skills desired but not required

Beginning Date: Spring 2021

Application Deadline: Open until filled

Application Process

Please apply through Gordon-Conwell's Career Center available here:

<https://www.gordonconwell.edu/employment/>

Please include these documents in either Microsoft Word or PDF formats:

- A cover letter addressed to Dr. Virginia Ward, Dean of the Boston Campus, explaining your interest in the position.
- A formal CV that includes the names and contact information of at least three references.

No hard copy materials, please. Opportunities to interview will be made available at the search committee's initiative. Applications will be accepted until the position is filled.