

**Report of Action Items and Information Items from Church Health Committee:  
Missions, Efficiency and Structure (MES) Task Force Recommendations  
Job Description for Minister of Missions**

The Minister of Missions should be an ordained Teaching Elder (or ordainable in the PCA), in order to facilitate work with Teaching Elders on the mission field and in church planting.

The Minister of Missions will work closely with the Senior Leadership Team in casting a fresh vision for both global and North American missions at FPCJ.

The Minister of Missions will serve as the Department Head who will coordinate and oversee the work of the entire Missions Team (and thus will need to have good leadership and team-building skills). [The MES Task Force is continuing to examine how other areas within the current Missions Department (Evangelism, Outreach, Mercy Ministries) should be structured and staffed. Thus, this Job Description may have to be amended to reflect that new structure once it has been approved by the Session.]

The Minister of Missions must have a heart for missions. He must have clear convictions about the biblical mandate for global missions, be passionate about the advance of the gospel around the world, and have good awareness and skill in cross-cultural mission work. He should also have a desire to see churches planted in our own country (“all Judea”) – churches that can be mission-oriented churches themselves.

The Minister of Missions will facilitate and equip the other Church staff and the whole church to engage in the work of missions rather than doing the work of missions himself. Consequently, he needn’t have been a missionary or a church planter himself.

The Minister of Missions will be a builder of a revitalized “missions culture” at FPCJ. He should encourage congregational interest in and involvement in missions (*e.g.* recruit for and lead “visions trips” to impart a vision for mission – both domestically and abroad; work with other Church staff to recruit, train, and deploy staff, officers, members, and approved participants for multiple short term mission trips (both domestically and globally) every year across all ages and stages of life).

He will serve as liaison between MTW and MNA committees, and the missionaries and Church Planters in the field.

The Minister of Missions will prioritize and deepen the congregation's connection with and celebration of MTW and MNA partners.

Many of the administrative functions previously expected of the Minister of Missions will be assigned to the Missions Coordinator. This reflects the conviction that the heavy administrative demands of the Missions Department, such as processing numerous applications for support, serving multiple committees, and communicating and interfacing with missionaries and church planters, should be performed by the Missions Coordinator, which will free the Minister of Missions for other functions described above.