



PARS THEOLOGICAL CENTRE
TRAINING LEADERS | TRANSFORMING IRAN

Partnership Development Officer

Job Description & Organizational Overview

Pars is a Christian leadership training organization at the service of the Iranian Christian community, and key elements of this job require substantial knowledge and familiarity with Christian faith and practice, and close contact and communication with projects and project managers all of whom are active, committed Christians who expect the post-holder to share their Faith. For these reasons, this post-holder needs to be a practicing Christian and a Genuine Occupational Requirement therefore applies to this post.

Thank you for your inquiry about the post of Partnership Development Officer at Pars Theological Centre.

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Pars Theological Centre is the trade name of Multimedia Theological Training Limited, a registered charity in England and Wales no. 1144746, and a registered company limited by guarantee in England no 7693753.

WHO WE ARE

We are an interdenominational community of theologians, pastors, counselors, and administrators from a broad Evangelical spectrum, working together since the Spring of 2010.

OUR VISION

Our vision is to see a vibrant and mature Iranian church, united in their love for God and neighbour, transforming the Persian-speaking world for Christ.

OUR MISSION

Our mission is to equip and mobilize the Iranian church by training a new generation of biblically rooted, theologically informed and spiritually mature men and women of God, committed to lead and serve the church in loving God and neighbor, transforming the Persian-speaking world for the glory of God.

OUR INITIATIVES

School of Theology & Ministry

We are working toward the production of a blended Persian-language Bachelor in Christian Theology & Ministry. We have completed the production of the First and Second year – Certificate and Diploma – and we are offering it to students from Iran and all over the world. This is a hybrid program that trains students through a blend of Online Classes and Tutoring, week-long Formation Conferences, and a robust Mentoring and Ministerial Practice scheme. We are a candidate for Accreditation with the *European Council for Theological Education*.

Centre for Christian Counselling

Our team of counselors provide in-person and online counseling **therapy** for our students, their families and the wider Iranian Christian community. We also provide **training** in Christian Counseling related themes through online courses, course tracks and seminars, as well as in-person workshops and events.

Iranian Leaders Forum

Our biannual weeklong gathering empowers leaders to respond in theologically robust and Christ-like ways to the challenges and opportunities facing the Persian-speaking church and society today. The Forum strives to catalyse unity and collaboration between emerging and established leaders working in the Persian-speaking world.

Publications

We write, translate, and publish high quality books on Theology, Bible, Church, Leadership, Discipleship and Missions in the Persian language. These are used by

our School and are also made available to the wider Persian-speaking Christian community through the Pars Online Shop.

Shagerd (The Disciple) Magazine & Website

Our website and magazine provide compelling written and visual-audio material produced by our faculty on Worldview/Theology, Leadership, Spiritual Formation, and Psychotherapy + Counselling. Our website also offers our Pars Academy online courses.

VALUES

An Interdenominational Community

We seek to be a learning community that pursues and embodies love and unity in all we do. We joyfully welcome and celebrate denominational diversity within our student body and faculty, and plan to offer elective courses that foster in students a deep appreciation of their own and others' ecclesial traditions.

Rooted in the Bible

As we strive to engage the Persian-speaking church and society in creative and winsome ways, we remain firmly rooted in the unchanging gospel of Jesus Christ. Our faculty and staff are dedicated to the solid biblical grounding of every course, program and initiative.

Devoted to Whole Life Formation

We are passionately committed to the holistic formation of leaders who are empowered by the Spirit to shepherd the church and act as agents of renewal in all spheres of culture and society across the Persian-speaking world. All through our Online Classes, Formation Conferences and Mentoring and Field Ministry Programs, we seek to grow and nurture the spiritual, academic, communal, missional, and professional life of all our students.

Pursuing Excellence and Innovation in Theological Education

In order to equip leaders who can effectively participate in the transformation of church and society in the Persian-speaking world, we pursue excellence in all our work. We invest in creative uses of technology and the latest transformative educational methods to ensure everything we offer our students and clients is of the highest standard.

Senior Leadership Team



Rev. Dr. Mehrdad Fatehi
Executive Director/President
BSc Electronics
BA Theology
MA Hermeneutics
PhD New Testament

Mehrdad, the Founder of Pars and a Research Fellow at the London School of Theology, is a believer from a Shi'ite Muslim background who served as a pastor and Bible teacher in the largest evangelical congregation in Tehran, Iran through the 80s. Mehrdad initiated the NMV (Standard version) Farsi Bible translation through a joint project by Elam Ministries and Wycliffe Translators, and served for 19 years as its Coordinator, Exegetical Advisor, and Chief Editor till its completion in 2014. He also served for 10 years as the Academic Dean of Elam College till its closure in 2008 and taught theology to Iranian church leaders throughout the Diaspora concurrently. He was the Senior Pastor at the Iranian Christian Fellowship, London, from 2013-2016, and continues to be one of the pastoral team. He is the author of 3 books and over 40 published articles. He has also translated 7 theological textbooks. His major study of the Trinity is widely used among Iranian Christians. His PhD thesis was published in the year 2000 by WUNT, Mohr Siebeck.



Rev. Robert Asirsians
Chaplain and Assistant Director of Training
BA, BA, MA (University of Tehran)

Robert was born in an Armenian family in Tehran. Growing up, he was an atheist and an enthusiastic Marxist. He gave his life to Christ at 17, and from early years felt called to ministry among BMBs. For 13 years, he served as the Bible School Director and Assistant Pastor of the central church in Tehran. With a BA in Theology and a BA & MA in Psychology & Counseling from Tehran University, a major part of his ministry over the years has been in offering counseling treatment to Iranian Christians and Muslims. Robert has taught Christian Theology to Muslim clergy at the college of Religions in Qum, translated 25 theological books, and served as one of the translators of the New Standard Farsi Bible (NMV). In 2012, he was arrested and put into solitary confinement for 6 weeks. After his release, he was forced to leave the country. He now lives in London with his family.



Shadi Fatehi
Associate Director

MA, Philosophy & Theology (University of St Andrews)

Shadi is the Associate Director at Pars Theological Centre and a Visiting Research Fellow at the Kirby Laing Institute for Christian Ethics at Tyndale House, Cambridge. She also serves as a Trustee on the Boards of Insterserve Great Britain and Word of Life UK. Shadi was raised in the South-East of England by Iranian parents who migrated to the UK. She lived in Scotland from 2010-2014, where she completed an MA in Theology and Philosophy at the University of St Andrews. Shadi has been serving at Pars for 6.5 years. She is also a member of the Pars Academic Board.



Rev. Dr. Sasan Tavassoli
Co-founder, Advisor to Senior Leadership Team

BA, MA, MTh, PhD (University of Birmingham)

Sasan is a former Shi'ite Muslim from Iran. In 1985, Sasan came to faith in Christ as the result of the ministry of a group of American missionaries while he was living in Europe. He is an ordained minister with the ECO Covenant Order of Evangelical Presbyterians and has been involved in ministry within Iranian communities in the US as a teacher and pastor for over 25 years. Since 2006 the main focus of Sasan's ministry has been in teaching on Christian satellite TV. His Farsi broadcasts are aired in Europe, the Middle East and Iran on a regular basis. From 2010, he helped found Pars Theological Centre, the first Iranian theological seminary providing theological education in the Persian language by Iranians and for Iranians. Sasan travels extensively within the US, Europe and the Middle East to preach among Iranian Christians and teach Islam to Americans with The Outreach Foundation.

Job Overview

Job Title: Partnership Development Officer

Location: USA or UK

Working Hours: 24 hours a week.

Salary: \$30,000 (negotiable based on experience and qualifications)

Closing date: March 20th 2021

To start: April – May 2021

Job Profile

We are seeking a highly skilled and driven individual who can develop new and maintain current funding streams for Pars. We are looking for someone who can be passionate about Pars' vision and mission, and who can research, design, write and submit applications, reports, digital newsletters and campaigns of an excellent standard to prospective and current donors.

We would also like this person to play a key role in overseeing the creation of web content that is appropriate for a wide range of donors, and to organize donor appointments, visits, and trips throughout the year.

The ideal candidate will have demonstrated experience in administration, grant writing and/or communications.

This role will suit someone who is self-motivated with excellent organizational and time management skills, one who will have a love for clear, engaging and concise writing and story-telling that is done efficiently but accurately.

Main Responsibilities

1. Research and identify potential new sources of funding among the following: Trusts, Foundations, Ministry Organizations, Churches and Individuals.
2. Write grant applications to a range of new and current donors, including: Trusts, Foundations, Ministry Organizations, Churches and Individuals.
3. Write interim and year-end reports for all donors, ensuring that all reporting guidelines and deadlines are met.
4. Ensure all donors are promptly thanked within standards set for response times.
5. Coordinate with the Finance Department to ensure that important information regarding grants – e.g. designations - are recorded accurately.
6. Maintain up-to-date and accurate electronic information, data and files on all donors using the data management system.
7. Keep up to date with the development of Pars' key activities and communicate progress to funding bodies where needed.

8. Collate information, testimonies, updates and stories from Pars staff and students in order to write reports, newsletters and digital content for donors and wider public.
9. Play a key role in writing bi-monthly electronic updates to donors, especially geared around churches and individuals.
10. Play a key role in organizing donor appointments, events, visits and trips, this includes making appointments and arranging travel and accommodation.
11. Produce presentations about the ministry of Pars for different donors, ensuring that Pars is represented accurately and compellingly.
12. Play a key role in ensuring that Pars' English website represents the organization accurately and excellently, that it is updated where necessary and that it is an informative and engaging platform for all donors.
13. Provide administrative support to the Director of Finance and Operations and Associate Director with development related tasks when needed.

Person Specification

| | ESSENTIAL | DESIRED |
|----------------------------------|---|--|
| WORK EXPERIENCE | <ul style="list-style-type: none"> ● Excellent written communication skills, including the ability to write reports, proposals, newsletters and letters ● Outstanding administrative and organization skills ● Highly gifted in event planning. ● 2 to 3 years' experience working in a PR, communications, fundraising or administration ● High IT literacy ● Good numeracy skills ● The ability to commit to, and work within, the aims, principles and policies of Pars ● Ability to work creatively and professionally within a small team ● Flexible, proactive and positive attitude | <ul style="list-style-type: none"> ● Good understanding and knowledge of trusts, foundations, churches and individual donors and how they operate. ● Experience in collating and monitoring information for applications, reports and newsletters ● Experience researching and writing detailed proposals to obtain funding from various sources including Trusts, Foundations, Institutions and Corporate Donors ● A track record of raising income on an annualized basis ● Experience of building and maintaining good relationships with colleagues ● Enthusiasm for learning new things |
| EDUCATION/ QUALIFICATIONS | Bachelor's Degree or equivalent | |

For more information, please contact Eric Swofford at eric@parstheology.com.

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