



JOB DESCRIPTION

Position Title:	Director of Outreach and Missions
Reports To:	Senior Pastor
Key Relationships:	Pastoral leadership and care to two established ministry teams (Missions, Shalom) and all volunteers serving within “go” ministries. Maintain regular contact with CF supported missionaries. Collaborate with staff and ministry teams.
Scope:	To champion the “Sharing Gospel Hope” priority and “Go” initiatives. Help people grow in their discipleship by providing vision, program oversight, and opportunities for gospel service and witness both locally and globally.

Primary Responsibilities:

- Provide pastoral leadership and vision to the Missions and Shalom teams.
- Manage monthly team meetings and meet as needed with team members.
- Guide the annual ministry and budget planning for each of these areas.
- Communicate God’s heart for the nations regularly and creatively.
- Serve as the biblical, cultural, and strategic gatekeeper for local and global outreach.
- Plan and coordinate activities that help engage ministry partners and attendees to “live on mission locally” – (GNT, Christmas Store, FMSC, Eagles, Marian Park, etc.)
- Build teams! Recruit, train, lead, equip, and empower volunteers to serve in meaningful missional roles.
- Equip and empower the volunteers serving in local and global outreach ministry.
- Research and network to stay abreast of relevant ministry trends and practices.
- Build collaborative partner relationships with other churches and organizations that have a common vision and purpose.
- Help envision, plan, and promote annual mission trips for students, adults, and families, and when possible, lead the trip.
- Provide relational care and support for CF supported missionaries. Plan occasional member care visits to encourage and care for missionaries.
- Promote and facilitate the monthly Prayer for the World, annual thematic prayer initiatives, as well as weekly missionary prayer.
- Identify or create a curriculum for use by small groups and/or in ABC classes that will help build awareness and involvement.

Other Leadership Expectations:

- Readiness to assist with other ministerial and staff duties as requested.
- Attend and participate in all required meetings.
- Adherence to the churches' operational and personnel policies and procedures.
- Partner with the church through giving of time, talent, and treasure.

Qualifications: A suitable candidate will meet these criteria:

- Have a pastor's heart with college-level biblical and missions education and with at least three years of related work experience.
- Some previous overseas living and cross-cultural experience preferred. Ability to travel.
- Enthusiastic about reaching the "least and the lost" and eager to equip the church to actively engage.
- Love for the local church and full agreement with the CF vision, mission, priorities, and statement of faith.
- Spiritual gifts and temperament will be consistent with the job description; a personality-blend of being an encourager, a builder, a coach, and a shepherd.
- Ability to balance and succeed in both relational ministry and administrative tasks.
- Self-motivation, a team builder, and strong communication skills are essential.
- A heart for evangelism and equipping others to "tell His story."

Spiritual Requirements:

- Confesses Christ as Lord and Savior.
- Demonstrates a life of discipleship, Christ-centered living (Colossians 3:1-5)
- Has a track record of honesty, confidence, and humility (Philippians 2:1-7) as well as patience and commitment in working with others (James 1:2-4).
- Demonstrates spiritual maturity in the area of healthy relationships, home life, and personal stewardship. (1 Peter 1:15-16)
- Display a passion for the gospel, God's Word, and the local church. (Romans 1:16; Psalm 119:16-16).

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