

**Missions Ministry Team**  
**Ministry Council of the Cumberland Presbyterian Church**

**Title:** Director of Global Missions

**Status:** Full-time

**Accountable to:** Team Leader, Missions Ministry Team

**Purpose:** To give director leadership to the program of Global Missions outside the U.S., recruiting and supervising missionaries, expanding the CP Church outside the U.S., connecting work outside the U.S. to the life and ministry of the CP Church, helping those outside the U.S. to have a voice in the CP Church, and to develop programs and strategies for mission expansion.

**Responsibilities:**

1. Supervise missionaries and serve as a pastor to them. When the two roles are in conflict, the supervisor role prevails. Conduct in person visits with each of them on a scheduled rotation to provide encouragement and oversight.
2. Coordinate, in consultation with the missionaries, regular home assignment schedules, and church visits.
3. Keeping with the perceived need on the mission field, and, sensitive to the call God places on people for missionary service, recruit, and present names to the MMT Leader for approval. Lead new missionaries through the extensive confidential application process.
4. Pursue opportunities for expansion presented by identifying leaders or groups that give us a “way” to accomplish our goals. This often requires quick action.
5. Develop and manage projects on the mission field, with written plans including goals and metrics.
6. Visit the mission fields to meet current and future leaders and see how projects are progressing. Mission fields without a missionary will be visited on a scheduled rotation in collaboration with liaisons.
7. In cooperation with the MMT Leader, create a Global Missions budget and oversee expenses.
8. Cultivate and solicit donor support to the different MMT offerings and programs.
9. Answer daily communications from around the world concerning issues, conflicts, or problems.
10. See that adequate records and reports are made from the mission field to those needing them for reasons of accountability or funding, such as the MMT, Ministry Council or other agencies or judicatories of the CP Church.

11. Attend General Assembly to answer questions and promote Stott-Wallace and the mission program, and to help with the logistics of international commissioners and visitors (often missionaries) attending GA.
12. When possible and when time permits, conduct mission education.
13. The Director will be trained in Crisis Management, along with other MC staff. In the event of a missionary crisis the Director is usually the leader of the Missionary Crisis Team. The Director does occasional Mission Crisis Team drills.
14. Initiate the actions process for the MMT's Judicatory Committee to act on a particular country (mission field) situation.
15. In conjunction with the Director of Congregational Ministries, promote mission trip opportunities for CPs, both for the U.S. and non-U.S. presbyteries in order to provide missions education, mission promotion and mission field exposure.
16. Be creative in finding ways to attend to the needs of the many mission points outside the U.S., using liaisons, MC staff, missionaries and other human resources to meet the connectional needs of a global denomination.

#### **Common Tasks for all Missions Ministry Staff Members**

- 1) Attend judicatory meetings and other meetings of the church in the interest of promoting the cause and concerns of missions and various ministries of the Ministry Council.
- 2) Serve as a writer for the *Missionary Messenger* and other publications and resources related to Global Missions.
- 3) Function as a member of the Ministry Council/Ministry Teams staff, serving cooperatively in shared programs of the teams, and as a member of the Center staff community.

#### **Experience and Educational Requirements:**

- A thorough understanding of and commitment to the theological and biblical basis for missions and special calling for ministry among other cultures.
- Ordained Minister currently active within the Cumberland Presbyterian Church or Cumberland Presbyterian Church in America with particular gifts for evangelism and starting new churches in non-Anglo settings.
- A graduate of an approved theological seminary or program of alternate studies.
- Must be willing to participate in continuing education opportunities related to the areas of responsibility.
- Understanding of the history, polity, and doctrine of the Cumberland Presbyterian Church.
- Committed to enhancing and furthering the ministries of the Cumberland Presbyterian Church.
- Possess cultural and emotional intelligence to be able to capably function effectively across cultural contexts. A second language prevalent in the target communities is preferred for this position, but not required.

**Special Requirements:**

- Must be willing and able to travel frequently about 70% of the time both internationally and domestically.
- Have a valid driver's license and proof of automobile insurance, and a current valid passport.
- Competence in the following areas: biblical interpretation, theological reflection, organizational development, public relations, interpersonal relationships, trust-building, leader development, and liaison maintenance.
- Recognizing the theological and political diversity within the denomination, be a person of conviction yet one who works easily with people of differing perspectives.
- Since the position is not closely supervised, the director must be able to maintain personal work habits and disciplines, including schedule management, and be self-directing in planning and implementing the work to be done.
- Possess a solid understanding of management and supervisory hierarchy.
- Demonstrates extensive experience in handling confidential information and understanding the importance of maintaining confidentiality.
- Conduct oneself with responsibility, integrity, accountability, and excellence.
- Highly desirable that the person be proficient in computer skills, especially word processing, electronic mail, video conferencing, and in use of other relevant computer programs and office machines.

**Special Working Conditions:**

- Maintain an office within the U.S. in a location mutually agreed upon with the Team Leader, providing easy and economical access where work is anticipated.
- Expenses of the office will be borne by the Missions Ministry Team, as will all job-related travel expenses.
- Terms of employment, other than salary, will be detailed in the Ministry Council Personnel Handbook made available at the time of employment. These terms include benefits, such as personal time off (PTO), office hours, etc.
- The salary will be determined at the time of employment and will be set forth in a memorandum confirming employment.