

# Missions Director (Full Time)

## Who we are

The Crossing, A Christian Church exists for people to discover Jesus and the Journey. For many people, that journey includes an opportunity to partner with various non-profit partners, missionaries and organizations that plant churches, start schools and orphanages, fight against sex-trafficking, develop communities and feed the hungry. The Missions Director will work closely with the Executive Leadership team and the Missions team to lead those who are taking steps to learn and engage with what God is doing in our community and around the world.

## Where you fit in

The Missions Director leads and owns the operational direction and execution of The Crossing's global and local missions strategy. They will work with REACH partners across the globe to spread the gospel of Jesus through community relationships, church planting, support & outreach events. This position is perfect for an individual who is passionate about leading others who support impactful and strategic missional partnerships; and whom God has gifted with exemplary leadership, management, communication and organizational skills.

## What you'll be doing

### Operations & Leadership

- Be a strategic thought partner and a collaborative problem solver with The Crossing, staff, executive team, lead team, elders, and global and local partners
- Partner with the executive team to determine the strategic direction of the ministry
- Lead the Missions Ministry through the development of meaningful relationships, the continuous evaluation of partnerships and mission opportunities locally and globally
- Oversee and lead the general promotion, campaigning and mobilization of the Missions Ministry
- Evaluate and discover new church planting relationships for The Crossing both nationally and globally
- Develop and execute regular missional events and projects to mobilize our people and resources for local and global impact
- Develop, oversee, and execute necessary systems and processes to successfully achieve strategic initiatives and ministry projects
- In collaboration with the Missions Team, determine and facilitate short-term and mid-term mission trips
- Provide missions-related training as needed for various ministries, staff members and volunteers

### Partnership Development and Maintenance

- Maintain regular and purposeful communication with ministry leaders and ministry partners
- Teach and/or lead missions equipping classes for staff and volunteers as applicable

### Financial Oversight

- Lead the overall financial management of the Missions Ministry, to include; DEP creation and review for missions activities, spend tracking, emergency spending approvals and collaboration with the Missions Finance Committee
- Develop and monitor strategic initiatives and ministry project budgets to include, but not limited to:
  - Develop, control, and administer strategic initiative and ministry project budgets and ensure they are prudently managed; develop and provide budgetary analysis and reports as needed and required
  - Assume accountability for the accuracy and integrity of financial records, and ensure detailed financial information for fiscal control purposes

- Ensure compliance with Church accounting, audit, and fiscal controls

## General

- Work with the Missions team to organize workflow and synchronize between Google Docs, Rock and other systems as needed
- In collaboration with the Missions team, respond to all general ministry questions, both internally and externally, via phone and email
- Answer / return phone calls and emails as needed
- Purchase items for ministry as needed
- Other related duties as needed

## What you'll bring to the team

### Requirements

- Minimum Education: High School Diploma
- Minimum Experience: Three years in management or leadership in a equivalent church setting or non-profit with a focus on Missions, Operations, Community Outreach and/or Development
- Demonstrate strong technology experience (Gmail, Google Docs, Word, Excel, Rock, etc.)
- Strong organizational skills to manage the many logistical details of the Missions Ministry
- Must pass a pre-employment background check
- Proof of legal authorization to work in the United States
- Possess and maintain a valid U.S. passport, be eligible to travel freely within the U.S. and all countries we serve, without restriction

### Preferences

- Preferred Education: Bachelor's degree in relevant field
- Preferred Experience: Five years in management or leadership in a equivalent church setting or non-profit with a focus on Missions, Operations, Community Outreach and/or Development

## What's expected of you

- The heart of a servant
- Exhibit spiritual maturity
- Possess strong verbal and written communication skills
- Pursue Christ-likeness daily
- Attend needed cross-functional meetings and department meetings
- Attend monthly All-Staff meetings and occasional staff events
- Participate in staff Prayer Days
- Attend any required conferences or seminars
- 40 hour work week

### Team Management and Leadership

- Accept and take personal ownership of, and invests in, the overall vision, mission and values of The Crossing
- Lead and manage a team of at least two direct reports

## Staff Values

- We're in this Together
  - Respect and respond to each other's Thinking Wavelength
  - Invest in relationships

- Pursue cross departmental conversations and collaborations
  - Seek the greater win (The Crossing) over the personal win (my ministry)
- Live in the Tension
  - Between the need for change and the desire for consistency
  - Between being engaging in the present and planning for the future
  - Between creativity and structure
- Be Hungry to Heal, Learn and Grow
  - Practice self-awareness
  - Set healthy boundaries
  - Be solution focused
  - Passionately pursue my relationship with God