



# HILL COUNTRY

## BIBLE CHURCH

### JOB DESCRIPTION

### GLOBAL OUTREACH DIRECTOR

**Job Classification: Full Time, Ministerial Exception**

**Date: August 2023**

#### SUMMARY

This person will support the mission of Hill Country by working collaboratively and closely with the GO Team (staff, servant leaders and One Church Team, under the direction of the Lead GO Director) to mobilize and equip the church to engage in Hill Country's vision and strategy for Global Outreach and to ensure that the missionaries we partner with are well cared for and supported by our church community.

#### OUTCOMES AND RESULTS – SUCCESS IN THIS POSITION WILL RESULT IN:

1. Global Outreach (GO) is successfully advancing the mission and vision of Hill Country through owning, aligning, and implementing the GO vision, policies, and Ministry Purpose & Plan
2. A growing number of short-term mission teams are being sent with purpose and excellence
3. Short-term trip leaders and participants are being equipped, deployed, and debriefed with a clear next step to identify their role in making disciples of all nations
4. Global Partners of Hill Country are cared well for by an increasing number of servant leaders from the church
5. The stories of life change and ways that God is working in the world are being communicated and celebrated across Hill Country (all locations and ministries)
6. GO events are executed with purpose and excellence; a team of volunteer servant leaders are developed to co-own ministry with you; people are shepherded and discipled

#### MAJOR RESPONSIBILITIES AND ACTIVITIES:

1. Equip and Mobilize HCBC Members to Engage in Global Outreach
  - Take full ownership and responsibility of short-term mission trips at Hill Country
    - Be the point of contact for any communication related to short-term mission trips
    - Identify missionary partners and organizations to send STM trips
    - Recruit and equip STM trip leaders and participants
    - Work with on-field partners, organizations, and team leaders to plan the goals, budget, and schedule of each STM trip
    - Ensure that each trip has adequate pre-field training and appropriate debriefing after the trip
    - Create and maintain STM trip documents (applications, training materials, etc.)
    - Gather reports and stories from each STM trip and celebrate these stories throughout Hill Country
  - Work collaboratively across the organization and serve as the GO leader of The Great Adventure, including trips, training, deploying leaders, night of prayer/praise, etc.
  - Identify and execute ongoing opportunities to educate and galvanize the church to be engaged in GO (World Religion Tours, Missions classes, English partner for international students, serving refugees, etc.)
  - Identify and provide ways for the church to regularly celebrate the movements of God (collateral – videos, written stories, in-person connections, etc.; and channels – Sunday mornings, small groups, children's, students, events, emails, social media, etc.); work closely with our Communications Team and other church-wide ministries
  - Oversee Global Outreach Impressions at each location (currently Lakeline, Steiner Ranch, and Leander) and create opportunities for the church family to be personally informed on Hill Country GO
  - Monitor and promote Global Outreach activities and updates through the church website, social media forums and the GO email newsletter
  - Develop and oversee the Global Outreach summer intern program in conjunction with Student Ministry
2. Global Partner Care and Communication
  - Develop a plan to ensure care for our missionary partners:
    - Provide current and up to date prayer requests, stories, and pictures on their ministries
    - Ensure they are healthy on the field because of solid missionary care, coaching, communication, and faithful prayer (through a team of Hill Country supporters and leaders)
    - Ensure they receive at least one personalized care package a year from our church
    - Help establish a plan for partners to visit Hill Country when they come back on Home Assignment.
    - Receive and fill out the annual missionary partner assessment in a timely and effective manner

\*The GO Director will initially lead and create infrastructure for these responsibilities, but it is expected that he/she would build and empower a team of servant leaders from the church to co-own these responsibilities (Eph. 4).

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

1. Passion to make disciples of all nations; prefer 5 years' Missions experience in the context of the local church, including short-term trips
2. Mature follower of Christ; Spirit-led, committed to the Word, devoted to prayer; fully aligns with the core beliefs of Hill Country; able and experienced in spiritual leadership - shepherding/discipling
3. Sees themselves as an owner of the mission, vision, and values of Hill Country; understands how Global Outreach advances the mission and vision; becomes an active church member (if not already)
4. Demonstrated ability to move vision and ideas to actionable plans and next steps
5. Collaborative, team-oriented, with proven ability to entrust ministry to others - developing, leading, and empowering volunteers and a servant leader team (Eph. 4 model of ministry)
6. Self-motivated, proactive, anticipates problems, sees needs and opportunities to grow, and finds solutions
7. Excellent verbal and written communication skills; proficient in office technologies (Microsoft Office Suite)
8. Ability to learn and apply other technical, communication, social media, and organizational tools to meet the needs of the ministry and to engage people
9. Available to travel internationally; available for Sunday responsibilities, occasional weekend/weeknights, religious holidays (Easter and Christmas Eve), able to physically walk a large campus and lift and carry up to 20 lbs.

**CULTURE AND CLIMATE:**

1. Position reports to the Lead Global Outreach Director; works closely with the GO Team
2. Staff culture is goal-oriented, collaborative, with accountability, priority of personal evangelism and discipleship
3. Core Values: Responding to God's Word, Engaging Generations, Celebrating Life Change, Thinking Beyond Ourselves, Loving our Neighbors

\*\*\* The employee understands there will be responsibilities not listed on this job description that he/she may be asked to do