



Mission Engagement Manager

CHURCH MISSIONARY SOCIETY VICTORIA

A WORLD THAT KNOWS JESUS

- › **POSITION TITLE:** Mission Engagement Manager
- › **EMPLOYMENT TYPE:** Full-Time, 35 hours per week
- › **REPORTING AND ACCOUNTABILITY:** Director of Partnerships
- › **RELATIONSHIPS:** This role is part of the CMS Victoria External Operations Team, works closely with other members of the office, missionaries, society members and churches.
- › **APPROVED BY:** Director of Partnerships

Position Objective

To co-develop and manage CMS Victoria's mission engagement strategy that seeks to promote global mission and inspire Christians to Pray, Care, Give, or Go.

Role Objective Elements

CMS EVENTS	Strategic development and delivery of excellent events, that grow attendees in their passion for global mission through CMS
VOLUNTEER PROGRAMS	Develop, promote, and empower a volunteer workforce (multi-age/skill/expertise) that is excited by CMS Victoria's vision
PRAYER	Facilitate CMS Victoria's commitment to prayer through creative and intentional engagement
MOBILISATION	Utilise engagement activities to encourage Christians to start exploring mission vocation with branch mobilisers

Key Responsibilities

CMS EVENTS

1. Deliver all of CMS Victoria's key engagement events to an exceptional standard, characterised by project management excellence - delivering each event in full, in-line with an agreed schedule and within budget according to a well-maintained and communicated plan. Key events include:
 - a. Summer Under the Son conference
 - b. Missionary signature and commissioning services
 - c. Short Term Mission Exposure trips (E.G. GoExplore)

2. Provide strategic, and effective management of Summer Under the Son conferences, with the outcome that SUTS becomes widely recognised as Victoria's premier missions conference.
3. Maintain an events portfolio which engages a range of age groups, churches and individuals in alignment with CMS Victoria's 2030 strategic objectives
4. Promote continuous improvement of CMS Victoria's event portfolio through:
 - Development and implementation of processes
 - Timely and objective evaluation.
 - An ongoing focus to develop, refine & drive event strategy in support of CMS Victoria's 2030 Vision; and
 - Marketing innovation to drive growth in supporter numbers & increased engagement.
5. Supervise and develop teams (staff & volunteers) to achieve these outcomes. This may also include providing appropriate training from time to time.

VOLUNTEER PROGRAM

1. Drive intimate engagement with volunteers and grow their affection for CMS Victoria
2. Utilise the spiritual giftings of volunteers to enhance the life of CMS Victoria
3. Develop, implement & maintain a volunteer program strategy for CMS Victoria to:
 - assist in professional delivery of the event portfolio.
 - source specific expertise to meet strategic branch support needs; and
 - encourage greater engagement and commitment in line with the member pathway strategy.
4. Drive program promotion and marketing in line with agreed strategy to recruit volunteers to fill identified roles with a skill balance aligned with strategic need and with completion of appropriate safety checks/assessments in line with CMS policies & procedures.
5. Develop and maintain volunteer position descriptions & contracts providing clarity on role requirements, behavioural expectations and any entitlements
6. Ensure provision of appropriate supervision and training required to fulfil role requirements and in compliance with CMS policies & procedures, especially ChildSafe training and the use of JAT (Join a Team database for volunteers)

PRAYER

1. Develop, implement and monitor a prayer engagement strategy that seeks to promote prayer as normative in the life of the Society.
2. Include corporate prayer as standard practice into engagement events.
3. Develop measurable goals that allows monitoring of the Society's prayer life

4. Utilise creative means to encourage and enthuse Christians to pursue a life of prayer for global missions.

Selection criteria

ESSENTIAL

- An active Christian faith, and commitment to cross-cultural mission
- A passionate desire to see a world that knows Jesus
- Proven ability to direct events, and project manage with a high attention to detail
- Bachelor's Degree / Qualification in a related field
- Valid WWCC card
- Excellent attention to detail
- Track record of leading volunteers
- Experience in managing a staff team
- Excellent teamwork skills

DESIRABLE

- Member of the CMS community
- Training in theology and ministry (e.g. Grad Dip of Theology)
- Cross-cultural experience, and cross-cultural ministry experience
- Good understanding of safe ministry practices.

PERSONAL QUALITIES

- Visionary, mature and godly leader with a commitment to prayer
- Excellent attention to detail
- Organised, relational, and excited to grow the ministry of CMS
- Excellent teamwork skills
- Involved in local mission and evangelism.
- Have a deep affection for people and a passion to disciple others
- Have a deep commitment and passion for prayer

Salary & Conditions: The remuneration package will be tailored to the experience of the successful applicant.

Performance Review: this is an ongoing role, with a 6-month probation, with the expectation of contract renewal assuming KPIs are met.

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Jesus