

## Direct of Outreach

Role Type: Full-Time | salaried w/ benefits

Department: Outreach Ministries

Reports To: Executive Pastor

### Overview

The Director of Outreach will provide oversight of all strategy and supporting processes for our church-wide ministry opportunities outside of our church.

### Responsibilities

#### **Local Outreach**

- Oversight and responsibility for all TBC local outreach mission relationships including Choices Pregnancy Services, City Missions, Light of Life Rescue Missions, Harvest Street Mission, Caring Trees, Operation Christmas Child, Samaritans Purse and Foster and Adopt
- Maintain relationships with key local missions partners ensuring appropriate budget allocations, congregational involvement and communication with the church
- Investigate and recommend new local ministry partners for consideration
- Recruitment of all volunteers for local outreach mission involvement
- Provide leadership to the Director of Sports Ministry and all sports outreach activities

#### **Global Outreach**

- Oversee and lead the Global Outreach Team (GOT), meet monthly and liaison with TBC Leadership Team
- Work in conjunction with GOT to provide the primary support for our global workers in Thailand, Spain, Kenya, Panama, Hungary, Dominican Republic, and England
- Regularly communicate with the missionaries, providing updates and prayer concerns to the congregation and supporting them on their visits to the Pittsburgh area
- Work in conjunction with the GOT to visit and evaluate global ministries, sending appropriate financial help through oversight of the Global Outreach budget
- Work in conjunction with the GOT to identify and recommend future global missionaries
- Select and oversee and short-term global mission trips time frames, appoint appropriate leaders, treasurers, communicate and recruit team members, and oversee team training
- Be the point person for the global mission trips whether on the trip or at home
- Partner with Executive Pastor to identify future international local partners

#### **General**

- Effectively communicate all local and global outreach information to the congregation through all mediums including website, blogs, email blasts, etc.
- Be a resource for all ministries as they consider outreach events and activities
- Regular attendance at TBC church services, meetings, activities, staff functions, and events as required
- Other Responsibilities: As assigned by Supervisor

### Spiritual Gifts

Leadership, Administration, Shepherding, Teamwork

### Skills

The ideal candidate would be a mature believer in Jesus Christ and possess 3+ years of local and global missions work. This experience could include working with mission organizations, volunteer management, local or global missions trips and team building. The ideal candidate will have a passion for missions, a passion for involving others in missions and a desire build and highlight the work of missions in throughout the church. Bachelor's Degree required, Master's Degree preferred.



*\*This Job Description is subject to change at management's discretion*