



# SPRING HILL

## MISSIONS DIRECTOR

The Bridge Church is a fast growing church in Spring Hill, TN that has grown from 80 to over 3000+ since 2008. This growth curve coupled with our desire for the Gospel to go to all the nations has created a need for a part-time position to oversee Bridge Missions. The Missions Director will be the primary leader and point of contact for foreign and local missions efforts. They will execute, implement, and resource the “Going” portion of The Bridge’s strategy. They will be responsible for developing and leading volunteer teams for “Going” (foreign and local). This person will ensure that we are forming partnerships with the best ROI for the largest kingdom impact.

### QUALIFICATIONS

- Fulfill the membership requirements of The Bridge
- Fulfill the character qualities of a deacon as outlined in Scripture
- Ability to see and articulate the vision of The Bridge while executing the tasks to fulfill it
- Organized and proficient in project management
- Thrives in a fast-paced work environment
- Proven ability to lead leaders and a volunteer team
- Self-directed, solution-oriented, and has a natural bias towards execution

### SPECIFIC DUTIES & RESPONSIBILITIES

- Fully responsible for Bridge missions (trips, partnerships, strategic initiatives).
- Recruit, train, and onboard volunteers for the missions team
- Identify and maintain healthy missions partnerships with maximum kingdom impact
- Find and communicate vision gaps (missions opportunities and funds needed to seize those opportunities) to the XP of Operations
- Organize and project manage our annual “Love My City Saturday” (responsible for growing the event by 50% participation // Goal of 20% church-wide engagement)
- Ensure that there are monthly touch points with all missions partners (to examine health, love on them, and get stories and stats)
- Work with our Adoption Director to manage the No More Fatherless fund and to develop a process for adoption fund application and follow up
- Work with the communications team to capture every adoption story
- Responsible for the missions budget
- Always work to “make things better” in your area
- Execute administrative tasks during the week that correlate with job
- Ensure that the Foreign mission trip system runs like a well oiled machine
- Fully responsible for planning, QC, communicating, and scheduling 3+ trips per year (running these trips through volunteer leaders).

**SCHEDULE:** Sunday - Thursday (available for special events, retreats, etc.) / **HOURS:** 20 hours per week / **DIRECT REPORT:** XP Operations / **COMPENSATION:** TBD