



VIRGINIA MENNONITE MISSIONS

Position Description

Last Updated: 9/12/2025

Title: Mission Mobilizer

Job Function: Engage, equip and mobilize new workers and their Ministry Support Teams so they can confidently share new life in Jesus Christ with neighbors near and far (Matt. 28:19) from a sustainable base of spiritual and financial partnership (Phil. 1:3-6).

Supervised by: Director of Training & Short-term Missions and Director of Partner Development

Load: 100%

Classification: Exempt

Qualifications:

- A. Demonstrates an active faith in Jesus Christ, commitment to the church (preferably within the Anabaptist tradition), and passion for God's reconciling mission.
- B. Commitment to VMMissions' Lifestyle Covenant and embrace of VMMissions' vision, mission, values and strategic plan (available online [here](#)).
- C. Experience in recruiting, volunteer management, education, donor relations, or similar fields.
- D. Excellent written and verbal communication skills, including comfort speaking in public.
- E. Demonstrated ability to train and teach groups of people.
- F. Experience in fundraising and donor engagement.
- G. Detail oriented with the ability to manage multiple projects and relationships.
- H. Ability to utilize volunteer and donor management systems (e.g., Managed Missions platform, Partner Essentials, etc.).
- I. Physical well-being appropriate to the demands of this job.
 - 1. Ability to transport materials weighing up to 50 lbs. for short distances.
 - 2. A current driver's license.
- J. Flexibility in working hours due to occasional evening and weekend meetings and 3-4 weeks of travel per year.
- K. Preferred:
 - 1. Ministry experience, particularly in cross-cultural settings.
 - 2. Familiarity with VMMissions' constituency.
 - 3. Written and oral language proficiency in both English and Spanish.
 - 4. Bachelor's degree in relevant field.

	Responsibilities		Activities
1	Give leadership to recruiting and orienting new workers for VMissions programs (Matt. 4:18-22; Luke 10:1-4; 2 Tim. 2:2).	1.1	Serve on the Equipping Team, with particular attention to developing specific recruitment plans and targets to engage new workers and volunteers in VMissions programs.
		1.2	Meet with representatives from key partner organizations and churches to explore how their mission engagement may be strengthened in partnership with VMissions.
		1.3	Promote our programs and seek qualified candidates for service, maintaining robust communication through online and in person contacts.
		1.4	Guide prospective workers as the primary point of contact through the application, appointment and orientation process.
		1.5	Acquire relevant training and certifications to engage with VMissions' accreditors and partner ministries, specifically Mission Excellence.
		1.6	Provide training and logistical support to teams participating in the E3Collective short-term mission program.
		1.7	Visit prospective partners (E3 and tranSend) to ascertain whether there is alignment for mission.
		1.8	Assist in planning and running annual events like the New Worker Orientation and the Mission Worker Retreat.
		1.9	Assist in the planning and running of the Perspectives course, Kairos, or other missional training courses, at least once a year.
		1.10	Represent VMissions among our constituency as requested and as possible.
2	Equip and coach mission workers and their Ministry Support Teams in cultivating and maintaining	2.1	Serve on the Development Team, with particular attention to the formation of sustainable financial, spiritual and personal support systems for workers in all VMissions programs.
		2.2	Educate both workers and their sending communities in the "Worker Support Model," including the formation and development of the Ministry Support Team (MST).

	networks of support for ministry assignments (Luke 8:1-3; Phil. 4:10-20).	2.3	Orient, train, and provide ongoing coaching to the worker in the principles and practicalities of Ministry Partnership Development (MPD). Meet at least monthly (virtually or in person) with workers until they have secured adequate funding, and quarterly thereafter.
		2.4	Meet with new MSTs and their members to orient them to MPD and their various roles; thereafter, meet at least annually with each MST to support their functioning.
		2.5	Maintain connection with MST chairs (calling or meeting in person at least quarterly) to support them in their MST leadership.
		2.6	Develop proficiency with MPD tools provided by VM Missions to workers and MSTs and be able to answer questions and enhance use of those tools.
		2.7	Produce monthly MST financial reports and distribute them to workers and MSTs.
		2.8	Carry out MST-related tasks as detailed in worker appointment and reappointment checklists.
		2.9	Develop and host annual resourcing events for MSTs.
		2.10	Maintain records of the MST members and primary points of contact for sending congregations.
		2.11	Ensure that donors, congregations and MSTs are adequately thanked for their role as ministry partners.
		2.12	Keep partner churches up-to-date by creating and sending packets of current worker prayer cards and VM Missions information annually.
3	Engage in practices that foster a vibrant Christian community (1 Thess. 5:11-18, Col. 3:12-17).	3.1	Participate in staff prayer times, meetings and retreats, regular supervisor check-ins, and annual appraisals.
		3.2	Pursue healthy relationships with coworkers.
		3.3	Perform other duties as needed.