

SPORTREACH

Abroad Trip Coordinator

Purpose

Abroad Trip Coordinator is to help extend the reach of the local church worldwide by supporting team participants and churches involved in international activities that share in the common vision of increasing evangelism and discipleship through the catalyst of sports ministry.

Responsibilities

- ◆ To assist in recruitment of team participants to travel on Abroad missions trips
- ◆ To lead the host churches through the various steps it takes to raise up and prepare a team
- ◆ To plan all logistics for Abroad missions trips
- ◆ To support team participants in preparing for their trip which includes: Support raising, support tracking, discipleship, provide trip materials and ensure pre-trip paperwork is complete
- ◆ To develop and manage a budget pertaining to the individual mission trips
- ◆ Lead Abroad missions trips that are safe, successful and fruitful for the Kingdom
- ◆ Track trip actuals on completion of trip
- ◆ Follow up with churches and participants after to trip to debrief and evaluate trip
- ◆ Assist in program development and overall Abroad ministry advancement
- ◆ Assist in the overall ministry of SportReach where needed

Skills Needed

- ◆ Good people and phone skills
- ◆ Good planning skills
- ◆ Tactful
- ◆ Computer know-how
- ◆ Multitasking
- ◆ Organized
- ◆ Thorough
- ◆ Goal setting
- ◆ Good written skills
- ◆ Self-starter

Personal Commitment

- ◆ To above all, have a servants heart in accomplishing the tasks set before me.
- ◆ To continually pursue a growing relationship of grace and truth with Jesus Christ.
- ◆ To improve professionally in the skills needed to best honor God.
- ◆ To build and maintain a team of personal supporters for this ministry position.
- ◆ To work as a strong team member with the other SportReach staff.

Accountability

Will report to the Director of Mission Abroad