



# ENCOUNTERING THE WORLD OF ISLAM

**Position Title:** Short-term Teams Facilitator for *Encountering the World of Islam* (EWI)

**Reports to:** The *Encountering the World of Islam* Director

**Supervises:** EWI short-term team leaders and course coordinators

**Job Summary:** Work alongside the EWI team in the leading, recruiting, mentoring, and training of EWI short-term teams and EWI coordinators, assist in the operation and administration of classes and short-term teams, and develop new projects in order to effectively mobilize and equip Christians for the evangelization of the Muslim world.

## **Experience and Education Preferred:**

- Bachelor's degree.
- Positive project management and team experience.
- Perspectives coordinator and mission field experience.
- Demonstrated administrative and computer skills.
- Demonstrated networking and communication skills.
- Demonstrated effective writing skills.
- Certificate level completion of *Perspectives on the World Christian Movement* and EWI courses.

## **Strengths, Skills, and Talents Desired:**

- Servant heart and desire to work on a team.
- Confidence to get direction from team and then self-initiate individual tasks.
- A broad perspective of what is required to complete world evangelization and a passion to do it
- Creativity in designing and implementing effective new strategies and plans.
- Strong interpersonal/team skills – ability to lead, train, and coach short-term team leaders, teams, local church leaders and EWI coordinators and their task forces, and to coordinate with short-term team organizers from other mission agencies.
- Practical administrative, organizational, and financial skills.
- Willingness to travel overseas for EWI up to two times each year and nationally up to four times per year.

## **Primary Commitments Required:**

- Faithfully serve in a local church.
- Endorse the PIONEERS statement of faith.
- Certificate level completion of *Perspectives on the World Christian Movement* and EWI courses and receive training as a coordinator.

- Serve as a team player in department activities.

**Position-specific Responsibilities:**

- Provide one-stop personalized service to short-term teams and leaders on EWI sponsored trips and coordinators and instructors on EWI curriculum, materials, and resources.
- Coach coordinators, task forces, and short-term leadership teams via training, personal visits, phone calls, email, correspondence and personal encouragement.
- Commit to praying for EWI coordinators, task forces, short-term teams, leaders, churches and Muslim peoples.
- Manage database, records, and finances for each short-term team.
- Lead one short-term mission trip to Muslim groups each year.
- Facilitate development of and recruitment for research teams to Muslim people groups in conjunction with research-focused staff.
- Develop short-term team partnerships with Muslim-focused mission agencies, including mobilization, recruitment, and discipleship of team members.
- Speak in EWI classes.
- Proactively promote The Encounters Group's programs and assist other staff.
- Evaluate coordinators, classes, speakers, and churches and assist in development of future mobilization programs.

**Ongoing General Responsibilities:**

- Participate in daily staff prayer, weekly departmental prayer, and staff meetings.
- Lead staff in prayer at least once per month.
- Raise 100% of the necessary financial and prayer support, and proactively maintain a healthy support team.
- Recruit new staff.

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