



Organization: Need Him Global Ministries
Position: Coordinator for Volunteer Partnerships
Location: Office as Needed and Remote

Position Description:

This Coordinator position will be primarily focused on enhancing the response capacity and performance of our volunteer network through working with students and ministry partners that become part of the ministry response team. The Coordinator will assist in onboarding, training, coaching and mentoring both students and partner volunteers.

The candidate will be working closely with the Chief Operating Officer of the ministry to forward the vision and execution of our internship program - Resident Leadership Program. This will entail interviewing, training and follow up with new Residents, participating in strategy sessions with seminary partners, and speaking on behalf of the ministry as called upon. The Coordinator will also be similarly involved with ministry partners that bring groups of people to volunteer with the ministry.

The Coordinator position will be a minimum of 20 hours per week with potential for more. This person will also be responsible for logging into the ministry evangelism response platform each day they work with all shifts to be determined in conjunction with the Chief Operating Officer.

The Coordinator will also participate with the entire ministry team in scheduled weekly staff meetings as well as strategic meetings with the Chief Operating Officer and President to discuss how to improve, expand and propel all aspects of the volunteer team and operations going forward.

Primary Duties and Responsibilities:

- Interview Resident / Intern Candidates for potential engagement.
- Participate and/or Lead Training for students and ministry partners.
- Evaluate designated volunteer conversations, providing feedback and coaching as needed.
- Assist in all aspects of processing Student and Partner Volunteer Applications, including database management, on-boarding, vetting, training and follow-up.
- Attend weekly Staff Meetings providing updates on all volunteer partner initiatives.
- Participate and/or lead scheduled Virtual Resident Leadership Meetings and Forums.
- Assist with all initiatives related to partnering, coaching, meeting with and developing curriculum for Student and Ministry Partners.

Skills/Qualifications:

- Know Christ as your personal Lord and Savior and be fully convinced that you belong to Him by faith through grace in Him alone.
- Be actively involved with your local church such that you are growing in your Christian life and fellowshiping with God's people.
- Understand, agree with and live a lifestyle consistent with our Statement of Faith, Code of Conduct and Confidentiality Agreement.
- Maintain a consistent prayer life in order for God to work through you in each conversation. (John 15:5)
- Bring positive attitude with an ability to excel in a flexible environment while working independently.
- Be curious and knowledgeable of social media platforms (YouTube, Google, Facebook, Instagram, Twitter, Vine, SnapChat) for both presenting the Gospel and engaging seekers in conversations about Christ.
- Serve seekers joyfully and with patience being faithful in prayer. (Romans 12:12)

Hours and Compensation:

This is a paid position through a contractor relationship. The Coordinator for Volunteer Partnerships position is required to work a minimum of twenty (20) hours each week. We will work with you to set your schedule each month and attempt to create and maintain a predictable schedule but there may be times when odd hours are required. The hourly compensation starts at \$15/hr and as a contract employee there will be no additional benefits. You also must be able to provide your own computer.

About Need Him:

Need Him Global is Christian non-profit organization. Need Him Global began in 1996 as a partnership with Billy Graham Evangelistic Association, Campus Crusade for Christ, Moody Broadcasting and several other evangelical organizations. The ministry uses media on more than 400 Christian and secular radio stations as well as on television and social media around the world. The ministry has multiple web sites to engage seekers and we partner with multiple other ministries to respond to those that are seeking a relationship with Jesus Christ. Need Him leverages online chat, text messaging, and social media in addition to the more traditional phone calls and email. For more information about the ministry visit www.needhim.org.

Application Process:

Please send your resume and references to HR@needhim.org.