

Department: Global Ministries

Reports to: Mobilization Manager

Supervises: None

Overview: The Regional Mobilizer's responsibility is cultivating new relationships for the mobilization of families, individuals, students, and teams fulfilling the vision of Liebenzell USA. This is a part-time role as available with flexible hours. Benefits include reimbursement for ground transportation (air transportation if approved specifically by the Mobilization Manager) and related meals and conference entry fees.

Duties of this Role

Primary

- Carry out the vision for the mobilization efforts and activities in the designated region.
- Serve as a liaison between Liebenzell USA and partnering organizations, campus ministries, conferences, schools, and universities (including Professors), and churches by participating in events in the region.
- Build individual relationships on campuses, in churches, and at conferences and other events to mobilize new missionaries and interns to serve with Liebenzell USA.

Secondary

- Investigate and make recommendations for potential relationships that result in bringing new missionaries, interns, and partners to Liebenzell USA.
- Maintain good communication with prospects. Keep records of all communication and documents sent and mark progress made in the follow-up and onboarding process.

Tertiary

- Attends Chapel services, staff meals, and staff events when on campus.
- Perform other duties as assigned or requested.

Job Qualifications

- Completed high school degree, preferably has a college degree in Bible, or related topic. Prefer candidate with missionary experience.
- Sign the Liebenzell Ministries Doctrinal Statement, testifying adherence to the doctrinal position.
- Willingness and ability to raise support to cover expenses as associate missionary or expenses and salary as long-term missionary.
- English language fluency and ability in writing with style.

- Proven professional skills, evidence of good judgment, results driven.
- Able to manage projects and possess basic management skills.
- High organizational commitment and professionalism.
- Creative, innovative, and teachable.
- Able to establish and accomplish self-directed goals and objectives.
- Proficient in office technology – Word, Excel, PowerPoint, Outlook, and accurate use of email and digital communications.
- Has a valid driver's license and his/her own transportation.

Relationships with other departments

- Contacts RM registrar to arrange lodging during stays on campus, or to arrange visits of new candidates to the main campus.
- Works with the BA department in the annual budgeting process by submitting proposed expense needs to the Mobilization Manager.
- Reaches out to the development team for promotional items needed.

Attends annual gathering and builds relationships with other staff in the various departments of LMUSA.

Physical Demands and Work Environment

- While performing the responsibilities of the job, the employee is required to talk, hear, use their hands and fingers to operate office machinery, is often required to sit, stand, walk, reach with arms and hands.
- Vision abilities required by this job regularly include close vision, distance vision and peripheral vision.
- The noise level in the work environment regularly varies from quiet to moderate.