

Australian Churches of Christ Global Mission Partners



Role Description:
International Church Partnerships Manager

Position Title:	International Church Partnerships Manager		
Reports To:	CEO, Global Mission Partners		
Present Incumbent:	Existing Position	Date Reviewed:	August 2024
Nature of Appointment:	Part-time – 3 days a week (0.6 FTE)		

Objectives of the Position	
	<p>To lead, develop and oversee the Global Mission Partners International Church Partnership (ICP) program.</p> <p>One of the key indicators that this goal is being achieved will be the continuing development of project management systems to ensure that the GMP International Partners feel supported and resourced in their priorities.</p> <p>To develop, along with others, ways for people and churches to resource these partnerships.</p>

Key Accountabilities and Performance Requirements	
	The ICP Manager is responsible for:
	The development of the GMP ICP Program and coordination of the activities of GMP staff in their contact with the ICP partner churches.
	Evaluating projects to ensure that they align with the GMP ICP strategic priorities – development of leaders, evangelism, growing churches, providing support to vulnerable people.
	Reviewing and creating policies and procedures for the effective operation of ICP.
	Working as part of the GMP extended leadership team and contributing to this team’s work in ways that enhance the ministry of the whole of GMP.
	Preparing the Annual ICP Budget and activity plan; authorising the release of funds to partners according to approved project plans.
	Identifying ways for the ICP program to grow among Australian Churches; for people to contribute and understand the work of ICP.

Delegations and Authority	
	Represent Global Mission Partners and the ICP Program.
	Representation of GMP in public settings as agreed.

Key Duties And Responsibilities	
	As a member of the GMP team, contribute to the growth and development of GMP values, activities and program as a whole.
	Develop an ICP Plan as part of the GMP Strategic Planning cycle.
	Contribute to the whole of GMP planning and activities.
	Liaise with the GMP team in relation to planning deputation by international partners.
	Working collaboratively with the CEO and XLT to ensure the smooth operation of GMP.
	Ensure that the Communications Team has regular reports (quarterly) from ICP partners so as to tell the story of GMP's activities.
	Administer and develop the operations of the GMP ICP Program.
	Prepare Board reports and other material as requested and agreed.
	Write articles and updates to assist our promotions of the ICP program.

	Professional Development
	GMP is committed to the development of its staff and all professional development requests are to be submitted to the Executive Director – GMP for approval.

	Remuneration and Review Conditions
	According to the policies of GMP and the Churches of Christ salary for people in ministry in the state where the appointee resides.

I have read the conditions and responsibilities outlined in this position profile and agree to meet these and to have my performance monitored and evaluated in relation to my achievement of the role as detailed in this position profile.

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 Name CEO

Date..... Date.....