



VOLUNTEER DESCRIPTION



INFORMATION

Job Title:	<i>Missionary in Residence</i>	EEOC Job Classification	Volunteer
		FLSA Classification	N/A
Department:	International Ministries	W/C Classification	N/A
Reports To:	Director of Outreach	Compensation	N/A

SUMMARY

Advance the mission and vision of TMUS by serving as a global resource to TMU students and provide mentorship for the international community and as well as those interested in missions. MIR will receive the following:

- A semi-furnished, 3-bedroom, apartment including utilities.
- 5 free meals/week and unlimited discounted meals in the TMU Cafeteria.
- Ability to audit an unlimited number of TMU undergraduate classes.
- Free access to both the University and Seminary libraries.
- Free access to the University Fitness Center.
- If available, and qualifications are met, MIR may teach select courses as a paid adjunct employee.

ESSENTIAL JOB FUNCTIONS

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Minister in an academic setting as a part of the Student Life and Biblical Studies departments of the Master's University.
- Serve as a global resource to campus.
- Provide mentoring for the international community, TCK's, and students interested in missions.
- Provide missions on campus through personal relationships.
- Offer diverse mission's classes as needed.
- Contribute to the mobilization of global servants.
- Assist the Director of Outreach through the mobilization of Students for GO Trips.
- Organize and take part in events for the International Community.
- Performs other related duties as assigned.

QUALIFICATIONS

- Has a personal relationship with Jesus Christ and a demonstrated commitment to the doctrinal position of TMUS and a continuous exhibition of a desire to minister and serve others in varied capacities.
- Demonstrated ability to establish and maintain effective working relationships with staff, faculty, vendors, students, &/or community members of diverse academic, socio-economic, cultural, & ethnic backgrounds.
- Excellent written and verbal communication skills.
- Strong organizational and interpersonal skills.
- Service oriented with strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Exercise confidentiality, good judgment and discernment.
- Must successfully pass a background investigation.

SUPERVISORY RESPONSIBILITY

- This position has no supervisory responsibilities.

EDUCATION AND EXPERIENCE

- Proficient in Microsoft Office Suite or similar software.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand; walk; has full dexterity of hands and arms.
- This position requires the ability to occasionally lift office products and supplies, up to 30 pounds.
- No travel with overnight stay expected.

ADDITIONAL INFORMATION

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

The Master's University & Seminary does not discriminate on the basis of, or combination of, race, color, national origin, ancestry, gender, age, marital status, veteran status or prior military service, medical condition, or any physical or mental disability. We are committed to practicing principles of equal employment opportunity and diversity based upon sovereign Biblical principles.