National Coordinator Job Description

<table>
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<th>Role</th>
<th>National Coordinator</th>
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<tbody>
<tr>
<td>Country</td>
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<td>Location</td>
<td>Ideally located within a member so as to support office costs, enhance a team setting, give general encouragement and support. For national expressions choosing to have their own office, consider how you can engage with members to enrich your planning, and ensure wellbeing and account ability.</td>
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| Reporting to    | 1) Chair of National Coordination Group (National Steering Committee)  
2) International Director of Micah Global |
| Duration        | Contract length |
| Salary          | As per national discretion for role  
NB: good practice on support package should include:  
- Health and travel insurance  
- Pension  
- Annual leave  
- Staff development  
- 6 months staff reviews  
- Sick leave and compassionate leave protocols  
- Inclusion of relevant national employment protocols (e.g. family or children allowance, end of year support, etc.) |
|                 | Note: the position can be fulltime, part time, seconded position, volunteer position |

**Context**

The National Coordinator is responsible for providing national coordination within their country as well as exploring synergies with other national coordinators and the International Secretariat to mutually enhance members learning, sharing and development.

**Identity:** The following distinctive and corporate brand of Micah is the foundational identity all expressions of Micah seek to demonstrate

- Micah is a **Global network** and **movement**. National expressions have their origin and their ongoing association with the Global movement called: Micah. National expressions have a global pool of resources to draw from to channel towards building up their national members and strengthening their activities. Likewise, the learning gained within their own context can be a blessing to others around the world.
- Micah is **intentionally inclusive**, creating the space for Christian aid and mission organisations, local churches, colleges, networks and alliances, businesses as well as individuals to meet, learn and act together.
- Micah ensures that in all its activities **theology and practice** come together.
- Micah is committed to **integral discipleship**. A core activity of Micah is to be a hub for integral mission learning, training and awareness raising.
- Micah sees the **local church** as a vital part of ongoing transformation within their communities and seeks to raise awareness within churches, inviting engagement in all activities.

*What does the Lord require of you? To act justly and to love mercy and to walk humbly with your God. Micah 6:8*
Micah aims for a united voice towards advocacy as we seek to hold ourselves and our leaders to account for the provision of a society where all people are treated fairly, free from oppression and discrimination and given the opportunity to realise their God-given potential.

Micah works towards an integrated response through the promotion of partnerships, shared resources, networking, joint approaches – so as to foster a holistic, multifaceted response

**Micah’s Purpose and underpinning Call is taken from Micah 6:8**

What does the Lord require if us: to act justly, to love mercy, to walk humbly with our God.

**Vision of Micah:**
Communities living life in all its fullness free from extreme poverty, injustice and conflict.

**Mission of Micah:**
Micah exists to motivate and equip a global community of Christians to become agents of change in our communities. Micah’s aims are to be a:

- a catalyst for transforming mission through the promotion of integral mission;
- a movement towards a united response to advocating for poverty reduction, justice, equality, reconciliation, safety and well-being for all;
- a network providing a platform for shared learning, corporate reflection and action, demonstration of integral mission and facilitation of an information provision hub.

**Micah History:**
Following the merger of the Micah Network and Micah Challenge, Micah now represents:

- a unique space and platform for the bringing together of aid agencies, mission organisations, local churches, colleges, businesses, denominations, alliances, movements and individuals - to learn, inspire, challenge, wrestle with and commit to an integral and missional response in our world both for the individual and for corporate groups (family, church, community, organisations);
- a call to respond in solidarity to the travesty of poverty, injustice and conflict.

More details about the work and focus of Micah can be found in the document ‘Micah - A Way Forward’, See on Micah’s website, [www.micahglobal.org](http://www.micahglobal.org).

**Governance in Micah Global:**
Micah Global is governed by an International Coordinating Group (International Board). This group is made up of members drawn from each region (Africa, Asia, Europe, Latin America, North America, Pacific), representing the inclusive organisational identity of Micah, gender balance and with complimenting gifts to help guide Micah.)

Day to day management of the Micah Global strategy is delegated to the International Director and Secretariat, made up of Global coordinators that are tasked with supporting national expressions.
Governance in National Micah Expressions:
Each national expression may have varying models of governance, based on their context, their original formation and their capacity. All nationals are encouraged to have:

- A national coordinating group (steering committee) drawn from members
- A national coordinator who is delegated the tasks agreed within the national strategy and job description
- A national strategy, drawn from the Global identity and developed into their national context.

Relationship between Micah Global and National Expression:
A memorandum of understanding / association outlining mutual expectations forms the agreed process of working together.

Strategic Partnerships:
Micah enters into strategic partnership with organisations that we have agreed to work closely together on issues of shared concern,. The strategic partnerships are governed by a Memorandum of Understanding (MoU), Current strategic partners are:

- **World Evangelical Alliance** (WEA): we commit to work with WEA and their national alliances to seek ways to complement one another in our advocacy initiatives

- **International Society for Urban Mission** (ISUM): we commit to intentional explore ways to do joint events and to defer to ISUM for expertise on urban mission. We seek to contribute to the bi annual Urban Mission Journal.

- **International Fellowship for Mission and Transformation** (INFEMT): we recognise that INFENIT has a global membership of theologians who are committed to integral mission and whom we can draw on to help our theology and practice commitment be realised.

Main Responsibilities
Core responsibilities are divided into three sections that unpack Micah’s Mission:

1) **Catalyst for transforming mission through the promotion of integral mission**

- Develop and deliver mechanisms that raise awareness of integral missions
- Represent Micah at national and regional events, meetings promoting integral mission through relevant and contextual ways
- Become an information hub within the country for integral mission
- Initiate research on issues of concern and for development of national campaign initiatives.
- Seek platforms to publish research, to publish leaning and models of good practice.

What does the Lord require of you? To act justly and to love mercy and to walk humbly with your God. Micah 6:8
2) A network providing a platform for shared learning, corporate reflection and action, demonstration of integral mission and facilitation of an information provision hub.

- Invite solidarity around Micah vision and activities through the development and growth of a membership that seeks to learn and act together.
- Facilitate national integral mission conversations at least once/year through which members can meet, share and learn and developed synergies and actions together.
- As part of a global identity, intentionally seek to invite members from around the world to join these conversations so national members can hear and learn through cross-cultural exposure.
- Maintain a network database that synchronises with the Global database so as to ensure information sharing reaches all members and contacts.
- Explore how to form hubs of Micah members around the country who can encourage one another and act together on national campaign initiatives.
- Be a conduit for national members:
  - Promote Micah activities, events and resources from around the world and encourage engagement
  - Amplify shared actions within your country
  - Disseminate learning form with your context to the broader Micah membership
  - Be an advocate for your national expression.

3) A movement towards a united response to advocating for poverty reduction, justice, equality, reconciliation, safety and well-being for all;

- Working together with Micah Global to develop the shared advocacy campaign approach and selection of themes
- Contextualise and deliver the united global campaign initiatives within your own country
- Develop a national advocacy strategy drawing on the issues of concern expressed nationally within the Micah vision parameters
- Seek ways to endorse good advocacy initiatives run by organisations (members and non-members)
- Liaise, advocate and lobby with local and central government

**General Management and Accountability Responsibilities**

Micah seeks to demonstrate the highest level of good, transparent and accountable practice in and through all we do. All resources raised should be used effectively and transparent so as to show good stewardship. This requires:

**Management:**

- Monthly financial and activity reporting to national coordinating group
- Annual report made to all members, including the Global Secretariat
- Good and timely communication

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- Ethical fund raising which is framed with a clear budget and rationale

**Integrity:**
- Living a lifestyle that demonstrates Kingdom of God
- The application of integral mission principles in all of one’s life
- Pursuing a Christ centred approach to all you say and do.

**Travel Responsibilities**
As part of the Micah family the following events and training commitments are an integral part of the national coordinators responsibilities:

1) **Triennial Global Consultation of Micah:** attendance, participation and presentation responsibilities
   a. Once every three years

2) **Annual national coordinators workshop:** for shared learning, capacity building and strategy development.
   a. Annually – location to be rotated and hosted by members

3) **Participation in another country’s or a regional event annually.**
   a. Annually where possible so as to increase exposure, develop and grow and promote learning from your own context.