## JOB OVERVIEW

The Micah International Coordinator leads and coordinates a small secretariat and large network of members committed to Integral Mission. Established in 1999, Micah Global now has over 800 members in 95+ countries. The basis for all that Micah does is found in the inspiring verse of Micah 6:8. As a global network, Micah Global facilitates the bringing together of organizations (most members are relief, development, justice organizations, and church members/alliances/denominations), and individuals committed to integral mission so that fellowship, shared learning, partnership, and cooperation can take place.

### JOB TITLE
International Coordinator

### REPORTS TO
Micah Board through the Chair

### LOCATION
International

### STATUS
Full-time

### CONTRACT
3 years with the possibility of extension

## GENERAL ROLE DESCRIPTION

The **Micah Coordinator** leads and coordinates a small secretariat and large network of members committed to Integral Mission and facilitates the unleashing of the capacity of these member organizations for mutual learning and collaboration.

The **Micah Coordinator** serves as mid-wife to facilitate the birth and launching of member-owned initiatives as together we seek integral solutions for accomplishing Micah Global’s agreed upon goals and objectives.

S/he will constantly fan the flame of Integral Mission as foundational for the emerging paradigms of Global South – Global North collaborations to ensure that we “act justly and love mercy and walk humbly with our God” and that the voice of the Global South is not an addendum to conversations, but central to it.

## WHO ARE WE?

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:

- **network** providing a platform for shared learning, corporate reflection and action, demonstration of integral mission and facilitation of an information provision hub.
- **catalyst** for transforming mission through the promotion of integral mission.

## MAIN RESPONSIBILITIES

### Strategy & Planning

- In consultation with the Board, contribute to the strategic plan through ongoing development, execution of objectives, review of outcomes in line with resources and approved budget.
**Promoting Integral Mission**
- Ensure that Integral Mission remains the foundational principle for everything Micah does.
- Ensure that Micah works through volunteer reference groups, communication and training, on-line resources for member-related projects and campaigns, with prayer, scripture and hope in the Gospel as key points of engagement.

**Facilitating Key External Relationships**
- Relate to the Board with integrity, inclusive of connecting with global partners and networks, supporting the members, in line with Micah Global’s mission objectives.

**Networking Resources**
- Identify current advocacy and capacity building opportunities amongst members, inclusive of National Expressions, utilizing Micah’s Partnership Guidelines in developing a platform for collaboration.
- Encourage the Members/Networks to view their contributions as the life blood of the organization.

**Developing Events**
- Collaboratively design, manage, deliver, and promote with the Board, global consultations i.e Triennial. Identify themes, location, partnerships, speakers and logistics.
- Review Regional and National events to identify appropriate representation and support.

**Cultivating Membership**
- Seek new members and support present membership through maintenance and creativity of web-massed knowledge store, monthly newsletters, member communication and surveys for input.

**Financial Sustainability & Management**
- Oversee annual membership donation process with positive messaging and support.
- Work together with the Board on fundraising initiatives on consistent budgetary requirements and needs.
- Work with the Treasurer of the Board in ensuring the financial health of the network.

**Governance Accountability**
- Provide reports quarterly to the board on strategic plan, budget, and activities.
- Meet with Board Chair for supervision and evaluation of role.
- Manage staff while monitoring organizational administration.
- Flag to the Board Executive exceptional circumstances.
- Act in a manner that promotes Christian values in the spirit of co-operation.

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**KNOWLEDGE & EXPERIENCE**

The successful candidate will have an education in a relevant field, and at least ten years work in relevant areas, with **five years’ experience** in cross-cultural and coalition building, and about **10 years’ experience** in a senior management role.

The successful candidate will be an experienced organizational leader, with a proven track record in the following:

- Experience working in a global context
- Understanding and familiarity of Integral Mission
- Familiar with virtual communication resources
- Experience in leadership and team management of a similar organization, including strategic planning and organizing operational and strategic delivery
- Experience in Public speaking and training
- Significant experience in holistic development in the Global South
- Experience in managing Donor Relations and fund raising

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**SKILLS & ABILITIES**

The successful candidate will have the following skills and abilities:

- Written and verbal communication with fluency in English (additional language skills a plus)
- Ability to act as an ambassador for the organization, developing its public profile
- Strong interpersonal skills, with an ability to work under the direction of board governance
- A clear understanding of the key issues within the international relief, development and justice sectors
- Ability to manage change effectively
- Ability to operate cross-culturally
• Ability to build relationships with church leaders, denominations, and Faith-based Organisations.
• Ability to work well with supervision from the Micah Global Board
• A self-starter demonstrating a high degree of responsibility while in line with an agreed strategy

The successful candidate will be able to demonstrate a transparent and committed Christian faith, clear commitment to justice and mercy for the world’s poor communities, experience in ministry in the local faith community and a leadership style based on service.

Whilst not essential, desirable additional educational qualifications: international development, missiology, church mission, theology.

Preference will be given to candidates with an understanding of the Global South.

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Application Process:

Applications and any questions should be submitted to Christine MacMillan, chair@micahnetwork.org by June 1, 2020.

Your application will be held confidential by the Micah Global Board; please indicate with reasons if you require it not to be shared with a particular board member. Please see listed members of the Board on the Micah Global Website. We will not take references until we have asked you for them.

Your application, in MSWord or PDF form, should consist of:

a) A CV of no longer than 3 A4 pages describing your education and work experience. Please include languages capability, contact and brief personal details.
b) A response of no longer than 3 A4 pages explaining why you believe your experience and character make you fit for this role.