



REVEALING HOPE  
RESTORING LIFE

## Role Title & Details

**Role Title:** Mission Team Leader (Short-Term International Trips)

**Team / Capacity:** International Programs

**Reports To:** COO/International Projects Manager

**Location:** Field-Based (Asia & Pacific Regions)

**Employment Type:** Short-Term / Contract (10-14 days per trip + preparation & debrief)

**Date Prepared:** 30 April 2026

---

## Role Identity Statement

This role exists to lead and shepherd short-term mission teams in the field, ensuring that each trip is delivered with excellence, cultural sensitivity, and strong alignment to the organisation's mission. The Mission Team Leader carries both operational and pastoral responsibility—guiding the team, stewarding partnerships, and ensuring that all aspects of the trip are safe, effective, and impactful.

---

## Theological & Cultural Posture (Heart of the Leader)

- Leads from a deep, abiding relationship with God
  - Demonstrates dependence on the Holy Spirit in leadership and decision-making
  - Values people over outcomes, with a strong pastoral heart
  - Builds unity within diverse teams and cross-cultural settings
  - Leads with humility, adaptability, and servant-hearted leadership
- 

## Purpose of the Role

To lead, coordinate, and oversee all in-country aspects of short-term mission trips, ensuring strong team leadership, effective logistics, partner alignment, and safe, impactful delivery of all activities.

---

## **Primary Contributions (Per Trip Cycle)**

- A well-led, unified, and spiritually healthy team
  - Strong, respectful engagement with in-country partners
  - Smooth and well-coordinated logistics and operations in the field
  - Safe and well-managed trip with appropriate risk mitigation
  - Clear reporting and learnings captured post-trip
- 

## **Key Responsibilities**

### **1. Team Leadership & Pastoral Care**

- Lead and shepherd the mission team before, during, and after the trip
  - Foster unity, spiritual growth, and a positive team culture
  - Provide pastoral care, conflict resolution, and emotional support
  - Set expectations and maintain team conduct aligned with organisational values
- 

### **2. In-Field Operations & Logistics**

- Oversee all in-country logistics including transport, accommodation, schedules, and daily coordination
  - Ensure smooth execution of all planned activities (e.g. medical clinics, Filter of Hope distribution, community engagement)
  - Adapt plans as needed in response to local conditions
- 

### **3. Financial Management**

- Manage in-field budgets and expenses responsibly
  - Track spending and ensure accountability for all funds
  - Submit accurate financial reports and receipts post-trip
- 

### **4. Partnership & Relationship Management**

- Build and maintain strong relationships with in-country partners and hosts
  - Act as the primary liaison between the organisation and local partners in the field
  - Ensure cultural sensitivity, respect, and alignment in all interactions
-

## 5. Collaboration with International Projects Manager

- Work closely with the COO & International Projects Manager in pre-trip planning and preparation
  - Contribute to trip design, logistics planning, and risk assessment
  - Provide feedback and insights to improve future trips
  - Complete post-trip reporting, including outcomes, challenges, and recommendations
- 

## 6. Risk Management & Crisis Response

- Conduct and implement risk assessments for all aspects of the trip
  - Develop and communicate contingency plans
  - Lead the team in responding to unexpected situations or crises
  - Ensure safety protocols and emergency procedures are understood and followed
- 

## 7. Communication & Reporting

- Provide regular updates to the organisation during the trip as required
  - Document key activities, outcomes, and stories
  - Complete a comprehensive post-trip report including impact, learnings, and recommendations
- 

## Leadership Framework Expression

### Heart of the Leader: CHARACTER (Heart)

Actively growing in your love for God by:

- Spending daily time alone with God
- Leading the team spiritually through prayer, devotionals, and reflection
- Demonstrating dependence on God in all situations

Expressing God's love for others by:

- a) Caring for team members with humility and grace
- b) Honouring and respecting local cultures and partners
- c) Leading with integrity in all circumstances

**Coach** – Guides and supports team members to grow and contribute effectively

**Direction Setter** – Provides clarity, structure, and daily leadership in the field

**Change Agent** – Adapts to challenges and leads through uncertainty

**Spokesperson** – Represents the organisation with credibility and cultural sensitivity

---

## **Measures of Fruitfulness (Per Trip)**

- Positive team experience and strong team unity
  - Effective and respectful engagement with local partners
  - Successful delivery of planned activities
  - Safe trip with well-managed risks and challenges
  - Clear and timely reporting and financial accountability
- 

## **Nature of the Appointment**

- Short-term assignment (10-14 days in-country plus preparation and debrief)
  - Requires international travel (Asia & Pacific regions)
  - Physically, emotionally, and spiritually demanding role
  - Requires flexibility, resilience, and strong leadership under pressure
- 

## **Review Rhythm**

Performance will be reviewed following each trip, including debrief with the International Projects Manager to support continuous improvement and leadership development.