

## FULLY DEVOTED. FULLY TRANSFORMED.

### Introduction

Are you passionate about helping people take meaningful steps towards living missionally in their local community and around the world? Do you believe the Church is called not only to send people out, but also to develop leaders who can serve faithfully in their neighborhoods, across cultures, and around the world?

At Crossroads Fellowship, we're looking for a part-time Missions Associate who is energized by discipleship, volunteer development, and building a healthy volunteer leadership structure that supports both local and global missions.

If you love equipping others, strengthening ministry systems, and assisting a pastor in building volunteer leaders, keep reading!

### Our Church

Crossroads Fellowship exists *"to develop fully devoted followers of Jesus who want to transform the Triangle and the world."*

We are a growing, non-denominational church with a deep commitment to:

- Gospel-centered teaching
- Spirit-led ministry
- Leadership development
- Local and global impact

You can learn more at [crossroads.org](https://crossroads.org).

### Our Culture

At Crossroads, how we lead matters just as much as what we lead.

- **Servant Leadership** – We lead with humility and a “We, Not Me” mindset
- **Integrity** – We do the right thing and build trust through honesty
- **Collaboration** – We believe we are better together
- **Passion** – We are all in for what God is doing

If this sounds like the kind of team you want to be part of, you'll feel at home here.

### The Role & Opportunity

The Missions Associate will serve in a part-time role focused on assisting the Missions Pastor in the development of Crossroads Fellowship's local and global missions efforts, with primary attention given to building and supporting the volunteer discipleship structure (we call it DCLA – Directors, Coaches, Leaders & Apprentices).

This is a part-time builder role—but not from scratch.

You'll step into a ministry with:

- Existing missions vision and leadership

## Job Description: Missions Associate

- Established local and global ministry relationships
- A framework designed to help volunteers grow into greater ministry ownership

You'll be responsible to build within that framework through strengthening volunteer pathways, supporting ministry execution, and helping create clear pathways for leaders to grow as Directors, Coaches, Leaders, and Apprentices churchwide and at the campus level.

You'll report to the Missions Pastor and collaborate with ministry leaders, volunteers, and partners to support both city-reaching and global missions initiatives. This role is designed to help prepare the right team member for future leadership opportunities within Crossroads. Possibilities include, but are not limited to, City Reaching Pastor/Director, Global Missions Pastor/Director, or Missions Pastor/Director.

### **What You'll Do**

#### Develop the DCLA Volunteer Structure

- Assist the Missions Pastor in designing, implementing, and strengthening the DCLA volunteer structure
- Help identify, recruit, and develop volunteers who can grow as Directors, Coaches, Leaders, and Apprentices
- Support training rhythms, communication, and care that help volunteer leaders thrive

#### Support Local & Global Missions

- Assist with volunteer discipleship for local outreach opportunities and global mission initiatives
- Help coordinate training, logistics, communication, and follow-up for missions efforts
- Contribute to the development of ministry resources that support teams, leaders, and participants

#### Strengthen Leadership Pipeline & Ministry Systems & Invest Relationally

- Build strong relationships with volunteers, ministry leaders, and mission partners
- Encourage and disciple team members through regular communication, coaching, and support
- Help people take clear next steps into serving, leadership, and mission engagement

#### Execute with Excellence

- Track details, schedules, and follow-through for missions-related projects and volunteer development
- Help organize gatherings, trainings, and ministry events with clarity and consistency
- Support strong communication and administrative excellence across the Missions department

#### Collaborate & Align

- Work closely with the Missions Pastor to align efforts with overall church mission strategy
- Collaborate with campus, next steps, and ministry leaders as needed to support outreach and mobilization

- Contribute to staff culture, meetings, and the broader mission of Crossroads Fellowship

### **What We're Looking For**

#### A Builder Within a Framework

- You know how to strengthen and grow ministry systems without needing to start everything from scratch
- You bring initiative while valuing alignment, humility, and teamwork

#### A Developer of People

- You care deeply about discipling and developing volunteers
- You naturally think in terms of multiplication, ownership, and leadership growth

#### Relational & Dependable

- You genuinely enjoy working with volunteers, leaders, and ministry partners
- You are organized, proactive, and faithful in follow-through

#### Spiritually Grounded

- You model a growing relationship with Jesus and a heart for the mission of the Church
- You serve with biblical conviction, humility, and teachability

### **Other General Expectations**

We also expect that you will:

- Model a sincere love for Jesus and a desire to submit to Him in all things
- Serve faithfully in a part-time role with flexibility for occasional ministry events
- Participate in relevant staff meetings, ministry gatherings, and church-wide events as needed
- Commit to personal, spiritual, and leadership growth
- Support the broader mission of Crossroads Fellowship with humility and teamwork

### **Required Qualifications**

To thrive in this role, you need to have:

- Experience serving in ministry, volunteer leadership, discipleship, or missions-related contexts
- Ability to organize people, projects, and follow-through effectively
- Strong relational, communication, and administrative skills
- A clear passion for discipleship, volunteer development, and the mission of the Church

### **Desired Qualifications**

While not required, it would be a bonus if you have:

- Experience in local outreach, global missions, or church-based mobilization
- Experience developing leaders or coordinating volunteer teams
- A degree in ministry, biblical studies, leadership, or a related field

### **Why This Role Matters**

This role is about more than filling ministry gaps. It's about helping Crossroads Fellowship:

## Job Description: Missions Associate

- Disciple volunteers into healthy, multiplying disciples and leaders
- Strengthen local and global mission engagement
- Build a pathway for future missions leadership

And contributing to a ministry culture that will serve the church, the city, and the nations for years to come.

### **Let's Talk**

If this opportunity to help build leaders and strengthen the church's mission energizes you, we'd love to hear from you.