



**FIRST MCKINNEY**  
BAPTIST CHURCH

## **Job Description**

**Job Title:** Missions Associate Minister

**Job Purpose:** To make disciples by helping direct and facilitate an effective and comprehensive missions ministry. Helping missions at First McKinney go onward, outward and upward.

### **Responsibilities:**

- Manage, recruit, train and prepare church members and staff to serve our city, our church plants, and our ministry partners around the world. Including equipping opportunities like Perspective classes, etc.
- Develop and maintain mission trip strategies to equip and deploy members of First McKinney alongside our International Partners and other Strategic Partnerships.
- Collaborates with the Operations Admin on all mission trip training, travel logistics and compliance.
- Be the evangelism champion for the church. Primarily championing this through our Reach and Receive Efforts for our people. Lead training to help our people share their faith and share God's Story conversationally.
- Coordinate with the Missions and Connections Minister on maintaining existing Missions Partnerships and Support Network relationships.
- Initiate established process for potential new mission partnership opportunities.
- Collaborate with Missions Minister and Senior Pastor to implement strategy for church planting within First McKinney.
- Collaborate with our Missions Leadership Team to evaluate all missions activities and partners to ensure theological soundness, effectiveness, and good stewardship.
- Lead a D-Group (or participate in a D-Group to learn how to eventually lead one).
- Work with Missions Team to ensure deep volunteer participation in Finch Elementary Ministry and ESL Ministry.
- Oversee daily operation of the Life Center.

**Qualifications:**

- Display a vibrant pursuit and relationship with Jesus Christ.
- Must agree and adhere to Statement of Core Beliefs & Staff Core Values.
- Understand and embrace our mission, strategy, values, and objectives.
- Be a team player giving and receiving input, willing to compromise and cooperate.
- Ability to develop and implement a vision and programs/ministries for missions.
- Experience in organizing, planning, and implementing mission efforts and mission trips.
- Mission experience in local and international settings.
- Understand church business practices including budgeting.
- Self-starter and detail-oriented approach.
- College graduate degree.
- Seminary education or equivalent preferred.
- Proficient knowledge of office technology.

<b>Full Time: Salaried</b>	<b>FLSA Status: Exempt</b>
<b>Ministry: Missions Ministry</b>	<b>Account #: 60010</b>
<b>Reports to: Missions Minister</b>	<b>Date Prepared: March 2026</b>