



Position Details

Job Title: Manager of Mobilization

Reports to: Director of Mobilization

Status: Full time, Non-exempt

Pay Rate: Based on qualifications

Job Description:

The purpose of this position is to mobilize the Church and individuals to come alongside the various programs the Fresno Mission offers. Our hope is to bring the hands and feet of Christ alongside the body to use their gifts, talents, and treasures to help with transformation through community and relationships.

Who you are:

- Passionate about connecting people and helping them find their purpose.
- An effective communicator with the ability to inspire a group into action and maintain their motivation over time.
- Always finding smarter ways to work or better ways to accomplish a task.
- At your best when working with a team.
- Great at seeing potential in those around you.

What you'll do (just the basics):

- Cast vision to churches and volunteers to clarify who we are, what we do, and how they can help at all of our campuses.
- Manage volunteers and helping them find roles that best matches their gifts and talents.
- Manage systems to schedule volunteers and serve and make sure they feel valued on a consistent basis.
- Always bring your best because you know excellence honors God and inspires people.

Bonus Points:

- You have bold opinions about sitcoms, movies, and food...and can argue the finer points of why Wor Won Ton soup is the greatest food in the world.
- Have a proven track record in growing a team of people and inspiring them to action to achieve a common goal.
- You realize the importance caffeinated beverages have on a team.

What you'll do (the details):

1. Ministry Partnerships-primary volunteer and church engagement

- A. Develop and maintain intentional relationships with community organizations, and individuals with the main goal to fulfill the FM's role as the arm of the local church and to assist the Body of Christ within the Fresno community.
- B. Promote and recruit volunteers and groups, build and foster community relationships.

- C. Plan and facilitate annual long-term volunteer appreciation event(s).
- D. Maintain expected outcomes for each of the programs.
- E. Work with other staff in the Development Department for events, fundraising, and other organization-wide needs.

2. Program and Policy

- A. Effectively communicate the vision for volunteering and church relations across the organization to generate and mediate staff buy-in and maintain that the volunteer experience is consistent across all placements.
- B. Uphold the volunteer life cycle (recruitment, screening, orientation/training, relationship building, appreciation, feedback, and debrief) and program policies are being implemented in all areas of volunteering and community engagement.
- C. Manage the annual Volunteer Department budget.

3. Staff Management and Functionality

- A. Responsible for managing ministry partnership team members and direct reports.
- B. Responsible for maintenance and reporting of volunteer database and its functionality.

4. Perform Other Duties as Assigned

- A. May be required to perform other duties as assigned by the Director of Mobilization.

Requirements:

A mature walk with Jesus Christ and able to articulate Biblical beliefs and their application within the context of the Fresno Mission. Agreement with the Statement of Faith of the Fresno Mission. Bachelor's degree preferred in a related field or work experience in a similar role. Strong proficiency working with online databases and Microsoft Office applications, as well as internet search engines. Excellent interpersonal and organizational skills with the ability to effectively communicate and promote staff and community relationships. Preferred experience in coordinating volunteers and/or interns. Public speaking experience in front of groups. Must be willing to work a flexible schedule, including at least 1 Saturday per month and some holidays.

Application Process:

Individuals interested in being considered for this position should email the following documents:

1. Letter of interest which includes a narrative detailing how you believe you qualify for this position.
2. An updated resume.
3. The names, email addresses, and phone number of three references.

Please email all documents to HR@fresnomission.org

No phone calls.