



Job Description

International Missions Manager

Introduction

Do you want to be part of what God is doing to transform the lives of some of the poorest, most excluded and unreached people in the world? Do you want to make a lasting impact on the lives of disabled people, their families and communities? Is God calling you to a role that will shape the future of our international missions?

We're looking for an International Missions Manager to build on the legacy of our outgoing postholder, who has served faithfully for 10 years. We need a **flexible, mission-minded, Christian servant-leader with strong communication and project development skills**. If you're committed to international mission this is your chance to make a real difference.

This is a unique opportunity to lead the next phase of our mission and oversee the growth and development of our global initiatives to bring hope, faith, and change to communities in need across the globe. The successful candidate will share our core values, and be passionate about God's work. If you're ready to step into a purpose-driven role that challenges you, grows your faith, and brings hope to the nations, we want to hear from you.

About Through the Roof

Through the Roof is a Christian disability charity whose name, core values and mission come from the Bible account where four men enabled their paralysed friend to meet Jesus. In doing so everyone present was positively changed, and God was glorified.

Our distinctive (USP) is our sole purpose to work together with churches, Christian ministries and people across the range of disabilities to extend God's kingdom globally.

The charity's mission is to: Transform lives through Jesus with disabled people. All our charitable activities meet one or more of our three strategic aims, as we seek to enable:

- **Access:** For everyone to know Jesus, with disabled people fully welcomed into Christian life
- **Belonging:** For everyone to grow together as the family of God, with disabled people flourishing in community with others
- **Commission:** For everyone to reflect the character of Jesus, with disabled people making disciples, to the glory of God

Our work is grouped into three distinct but interlinked elements:

International Mission – every year we transform the lives of 800 disabled people and their families in low-income countries, through the gift of a wheelchair or mobility aid and a Bible in their own language. Our teams also impact culture by changing hearts and minds through preaching and teaching on God's heart for people who are marginalised due to disability.

Enabling Community – our accessible, Christian-supported holidays, retreats and pastoral groups offer fellowship and encouragement to disabled people, many of whom are isolated.

Equipping the Church – we equip 900+ Roofbreakers (volunteer local disability champions) to enable disabled people to participate and belong in Christian life.

International Highlights

The World Health Organisation reports that 80 million disabled people across the world need a wheelchair. Our *Wheels for the World* project restores disused wheelchairs at our workshop in Aldershot, ships them to Africa, Asia or Eastern Europe and, working with local Christian partners, distributes them to disabled people. Our short-term mission teams of volunteer physiotherapists, occupational therapists and technicians fit each chair individually while pastors offer a Bible and the opportunity to hear the gospel in their own language. We are currently running a pilot project with our partner in Kenya to investigate the feasibility of sourcing in-country wheelchairs as an alternative method going forward.

Sadly, only 5- 10% of the world's population of disabled people will hear the Gospel in their lifetime (*Lausanne Committee for World Evangelization*). We are changing this story as we equip and encourage the Christian community to enable disabled people to belong and contribute to God's kingdom. In-country international Roofbreakers work alongside our short-term mission teams who travel to partners to share practical skills and Christian teaching with local churches to end the stigma of disability.

Main job purpose

Oversee and develop Christian mission in low-income countries to enable disabled people to be fully included in church and community life.

Job role

Manage, develop and co-ordinate all aspects of the activity of the Wheels for the World project and the international Roofbreaker activity and short-term mission trips.

Responsible to: Chief Executive, with day-to-day management provided by the Mission Programmes Manager

Responsible for: Managing and developing volunteer leaders and team-members, external partner relationships, the wheelchair storage unit in Aldershot, projects and budgets for Wheels and International Roofbreaker trips.

Responsibilities

- Develop a plan for international mission to deliver on the charity’s three strategic aims.
- Lead the recruitment, briefing and spiritual development of existing and new Christian volunteer team-members to deliver successful short-term mission trips.
- Assess, establish and maintain positive relationships with Christian partner organisations/churches in low-income countries to plan, liaise and arrange three/four wheelchair distributions, and two/three short-term inclusion mission trips per year.
- Build the capacity of partners to empower them to increasingly take a lead in delivering the outcomes of Through the Roof.
- Ensure all arrangements are made for successful short-term mission trips, including, but not exclusively, air transport; visas, accommodation and in-country transport for the team; team-briefing and review days; liaising with hosts on all requirements; shipping container planning, logistics and administration; and sustainability issues e.g. training leaders on disability issues.
- Manage the wheelchair storage unit facility and refurbishment operations run by the volunteer team.
- Work closely and liaise with other Through the Roof staff and volunteers on prayer, administration, logistics, training resources, communications, publicity, finance and fundraising to ensure the efficient and effective functioning of the Wheels programme and International Roofbreaker trips.
- Represent the charity by making presentations to engage people with the work and the value of disabled people from a Christian perspective.
- Engage with and promote fundraising for the work.
- Provide feedback, stories and content to effectively communicate the impact of the work to Trustees, staff, volunteers, churches, and individual stakeholders.
- Other tasks to contribute to the charity’s overall mission, goals and objectives.

Person Specification

This post is subject to an Occupational Requirement that the post holder is a committed evangelical Christian under Part 1 of Schedule 9 to the Equality Act 2010.

	Essential	Desirable
Personal values	A committed Christian in full agreement with Through the Roof’s Basis of Faith (see Appendix, below).	

	<p>Committed to the charity's objects of 'advancing the Christian faith', and 'providing relief and assistance to disabled people'.</p> <p>A team player committed to the values and Biblically-based mission of Through the Roof.</p> <p>Actively serving in the life and mission of the church.</p>	<p>Personal and/or professional experience of disability.</p> <p>Active in preaching/teaching</p>
Knowledge and Education	<p>Understanding of international development</p> <p>Understanding of 'integral mission'</p> <p>Project development</p>	<p>Relevant degree or professional qualification.</p>
Experience	<p>Establish and maintain good relationships with diverse range of people.</p> <p>Collaborative working in a team.</p> <p>Providing support to others.</p> <p>Working within confines of a budget.</p>	<p>Working within the Christian sector.</p> <p>Team Leader</p> <p>Experience of discipling others</p> <p>Cross-cultural mission and travel to low-income countries</p>
Skills	<p>Able to adapt and lead flexibly.</p> <p>Excellent interpersonal skills.</p> <p>Excellent oral and written English communication.</p> <p>Able to act on own initiative and work alone.</p> <p>Able to connect with wide range of people and motivate others to work as part of a team.</p> <p>Ability to manage and prioritise own workload.</p> <p>Administration skills.</p> <p>Microsoft Office.</p>	<p>Developing strategy.</p> <p>Use of social media</p>

Requirements

You must be able to work legally in the UK.

You will be asked to confirm you agree with TTR's 'Basis of Faith'.

You will be required to travel within the UK and overseas.

You will be required to work regularly at the wheelchair storage unit in Aldershot (preferably once a week).

You will be required to work flexibly such as some weekends and/or evenings.

You will be required to give three months' notice period of termination of employment.

Benefits

Salary: £24,000 pro-rata for 4 days per week (£30,000 Full-Time Equivalent).

Pension: 3% employer contributions (with 5% employee contribution).

Prayer and devotions: weekly on Zoom with team.

Location: The work can be done remotely for most of the time. Due to the nature of the job the successful applicant will be required to work at the wheelchair storage unit in Aldershot, Hampshire/Surrey borders (weekly visits preferable), and to travel, including overseas (once a year), and Surrey/south-west London area (approx. every 6 months for Team meetings).

Hours: Average of 4 working days (28 hours) per week (35 hours Full Time Equivalent)

Annual Leave: 25 days p.a. inclusive of Bank Holidays (23 days leave and 8 Bank Holidays pa, Full-Time Equivalent)

Time Off in Lieu: Through the Roof operate a system, where hours worked over and above the regular working week can be claimed as time off in lieu of working.

Review: The post is subject to a six-month probationary period to ensure mutual satisfaction with outcomes being achieved

Applications

Please apply by sending your CV and completing the application form at the end of this document. You should call upon all your life experiences, whether in paid or volunteer work, church life or leisure time to answer the questions and show your appropriateness for the role.

Please send your application to: tim@throughtheroof.org (ref: IMM) or Alpha House, Alpha Place, Garth Road, Morden SM4 4TQ by the closing date: **Monday 28th April at 12 noon.**

Shortlisted applicants will be invited to a Stage 1 interview consisting of questions over Zoom on **Friday 2nd May.**

Successful candidates will subsequently be invited to Stage 2 interviews to take place on-site in Surrey area on **Tuesday 20th May.** It will consist of a set, timed task; a short, pre-planned presentation; and a series of interview questions.

Appendix

Basis of Faith

Through the Roof accepts the revelation of the triune God given in the Scriptures of the Old and New Testaments and confesses the historic faith they set out.

We assert doctrines below which we regard as crucial to the understanding of the faith, and which should result in mutual love, practical Christian service and evangelical concern.

We believe in...

- The one true God who lives eternally in three persons – the Father, the Son and the Holy Spirit.
- The love, grace and sovereignty of God in creating, sustaining, ruling, redeeming and judging the world.
- The divine inspiration and supreme authority of the Old and New Testament Scriptures, which are the written Word of God – fully trustworthy for faith and conduct.
- The dignity of all people, made male and female in God's image to love, be holy and care for creation, yet corrupted by sin, which incurs divine wrath and judgement.
- The incarnation of God's eternal Son, the Lord Jesus Christ – born of the virgin Mary; truly divine and truly human, yet without sin.
- The atoning sacrifice of Christ on the cross: dying in our place, paying the price of sin and defeating evil, so reconciling us with God.
- The bodily resurrection of Christ, the first fruits of our resurrection; his ascension to the Father, and his reign and mediation as the only Saviour of the world.
- The justification of sinners solely by the grace of God through faith in Christ.
- The ministry of God the Holy Spirit, who leads us to repentance, unites us with Christ through new birth, empowers our discipleship and enables our witness.
- The church, the body of Christ both local and universal, the priesthood of all believers – given life by the Spirit and endowed with the Spirit's gifts to worship God and proclaim the gospel, promoting justice and love.
- The personal and visible return of Jesus Christ to fulfil the purposes of God, who will raise all people to judgement, bring eternal life to the redeemed and eternal condemnation to the lost, and establish a new heaven and new earth.



Through the Roof Job Application

Name:

Date:

Please answer the following questions as fully as you can to demonstrate length and/or breadth and/or depth of experience, skills and abilities:

What difference does your faith in Jesus make to you?

Where do Through the Roof's values overlap with your own personal values?

How are you actively serving in the life and mission of the church?

How have you demonstrated your commitment to international mission?

What experience have you had of developing projects?

What experience have you had of working with volunteers?

Why would this job be the next step in your employment journey?

- I am eligible to work in the UK **YES / NO**
- I am committed to Through the Roof's Christian beliefs and agree with Through the Roof's Basis of Faith **YES / NO**

Signed: