



Missionary Position: Country Ministries Host

Field: Zambia	Site: Various sites
Position Title: Country Ministries Host	Minimum Commitment Length (1-3 years): 2 <i>(This is a part-time position, and for a full-time missionary, it would be combined with another position within Kids Alive Zambia.)</i>
<p>Brief Job Description:</p> <p>As the Country Ministries Host, you will welcome and create the first impression for all those coming from out of country: service teams, international office staff, interns, donors and visitors. Within this role you will joyfully, respectfully and compassionately lead visitors as they learn about and engage in our ministries and with our children, as well as handle many different logistical requests that lead to a successful visit for all involved. These visitors may be from churches and schools from different cultures and nationalities. In addition, the Host will be responsible to protect the ministry and its children by monitoring who comes in and out of our premises, and the appropriateness of their interactions with children.</p> <p>Your goal will be to contribute to a safe and engaging team member experience which provides an opportunity for spiritual growth among the visitors. You will represent Kids Alive in a positive light through your communications and interactions with visitors and their sending institutions, and thus provide an opportunity for increased engagement and awareness of opportunities for further partnership. Together with your national coworkers, you will be part of a team which works to provide a safe environment in which the children can learn and grow toward wholeness.</p> <p>Key Responsibilities:</p> <ul style="list-style-type: none"> • Serve as a guide for the whole visitor experience, crafting a memorable and successful experience throughout their time in country, including their interactions with children, cultural experiences and other opportunities to enjoy Zambia. • Communicate with the visitor or group leader prior to arrival, creating itinerary and schedule for the visitor or group's trip • Prior to the visitor or group's arrival, prepare all supplies necessary for their stay. • Provide orientation to the visitor regarding important topics, such as food, safety, schedule, child protection, etc. • Answer questions and provide insights into the ministry and Zambia; including topics such as culture, history, ministry programs, the children served, and the communities served. • Arrange work, child or site visits, or ministry projects for the group or visitor, including excursions, transportation, logistics in-country, etc. • Mediate culturally for the visitor or team, helping them to understand the cultural nuances or differences they are experiencing • Be the primary point of contact to hear and understand visitors' unique needs and/or complaints, and, when appropriate, strive to quickly find reasonable solutions 	
<p>Minimum Education and Experience:</p> <ul style="list-style-type: none"> • Basic computer and Microsoft Office skills 	
<p>Key Qualifications Needed:</p> <ul style="list-style-type: none"> • Multitasking and time-management skills • Aptitude in resolving issues in a way that promote reconciliation and teamwork • Be able to drive manual and automatic vehicles, with a valid driver's license • Ability to stand and walk for extended periods of time 	

- Ability to lift up to 50 pounds
- Willingness to work more than 40 hours/week while hosting visitors or teams when necessary, in exchange for extra days of rest later.

All Kids Alive missionaries must demonstrate the following skills and characteristics:

In faith life:

- Agree with our statement of faith
- Have a living and growing relationship with Jesus Christ
- Demonstrate spiritual and emotional maturity, with a well-formed sense of identity in Jesus Christ
- Be active participants in a Christ-professing church/community of faith
- Have experience using their spiritual gifts and skills to serve their local church/community of faith

In personal and social life:

- Have the willingness and humility to learn a new language, culture, and way of life
- Demonstrate social maturity and the ability to form and grow relationships
- Demonstrate the ability to resolve conflict in a Biblical manner, with grace and patience
- Patiently adapt to continuously changing situations and people
- Demonstrate a humble willingness to work under local leadership in the country of ministry
- Manage sensitive situations with discretion and respect

In professional life:

- Demonstrate excellent written and verbal communication skills
- Demonstrate successful employment or entrepreneurship experience
- Demonstrate excellent team/group work experience
- Demonstrate ability to motivate self and work independently within established guidelines
- Demonstrate ability to organize complex information and changing situations
- Be at least 18 years of age, have college or skilled trade program experience; degrees preferred

To apply, please prepare a resume and cover letter, and apply at: www.kidsalive.org/zambiamsyapp. For questions, please write to Bill.Dean@kidsalive.org.