

MST Project

Phnom Penh Location Coordinator

Position Title: Phnom Penh Location Coordinator

Supervisor: MST Project Leader

Work Hours: Dependant upon status

Minimum time commitment: 2 years

Summary of duties:

You are responsible for organizing, coordinating, and leading times of outreach in Phnom Penh and will lead volunteers and teams. You are responsible for overseeing all aspects of the MST Project Phnom Penh location.

Essential job functions:

- Reviews MST Project staff and volunteer applications.
(Reads over MST Project applications regarding potential new staff and volunteers. Reviews and prays over applications with other staff to determine acceptance)
- Plans and schedules MST Project ministry nights.
(Determines the number and timing for nights of ministry)
- Coordinates ministry nights and other related events (i.e. prayer walks, orientations, etc).
(Plans places and times for ministry, including meeting places/restaurants before and after ministry. Coordinates necessary transportation to and from ministry locations to meeting spots)
- Communicates with volunteers.
(Properly communicates with MST Project volunteers about ministry nights or other events. Responds to other MST Project related emails)
- Assists with accountability of MST Project volunteers.
(During briefing and debriefing time, as well as with other staff members potentially in a meeting)
- Oversees and leads nights of ministry on sight in the red-light districts.
(Leads volunteers in effective ministry, as well as aiding with fluency)
- Creative and intuitive MST Project ideas and development.
(Brainstorms new ideas for better outreach methodology with other staff)
- MST Project staff responsibilities as described in the staff manual.
- Other responsibilities to be shared upon acceptance.

All staff are expected to adhere to the rules, guidelines, and procedures as presented in the *Staff Manual* and to achieve a standard of work ethic as described in the *Initial Staff Review*.

Qualifications:

- Male or Female (25 years +). Married is preferred.
- Fluency in administration, communication, coordination, and efficiency.
- Ability to lead groups in ministry in red-light districts.
- Leadership skills for prayer times and prayer walks.
- Ability to stay up late during nights of outreach.
- A heart for the men that God loves, and the desire to seek out God's will for this love.