

DIRECTOR OF INTERNATIONAL WORKSHOPS

Job Description

I. Title: Director of International Workshops

II. Vision: The Charles Simeon Trust has this aim: to promote the growth of the gospel of Jesus Christ throughout the world by training an emerging generation of Biblical expositors.

III. Purpose: Carry out the initiatives and vision of the Charles Simeon Trust (CST), specifically concerning the international Workshops on Biblical Exposition.

IV. Definition: He shall report to and be under the direct supervision of the Director of Ministries. He shall be also responsible to the Executive Director and the Board of Directors.

V. Principal Responsibilities:

A. Initiative: Workshops on Biblical Exposition

- design and implement the vision of the Charles Simeon Trust's international workshop portfolio, in collaboration with the Director of Ministries
- with the assistance of regional managers, execute international Workshops, traveling as able to locations and leading the training events
- establish and maintain relationships with other international Workshop speakers, host churches, and small group leaders (with the Director of Ministries and regional managers)
- recruit and train strategic North American pastors to assist in the work of international training initiatives and events
- assist the CST in fundraising for international initiatives as able
- administer all details (transportation, lodging, etc.) for international Workshop leaders in coordination with regional managers and Online Training and Event Manager
- coordinate follow-up with international Workshop participants
- implement quality control metrics (with Director of Ministries)
- maintain effort to standardize international Workshop procedures
- direct the collection and study of international Workshop participant data

B. Initiative: Simeon Model/Simeon Course

- responsibilities as assigned

C. Initiative: Gospel Resources and Partnerships

- identify and acquire appropriate resources for Workshops and general use
- other responsibilities as assigned

D. Initiative: Simeon House and/or Residential Training (as available)

- responsibilities as assigned

E. Development, Finances, and Communications

- responsibilities as assigned

VI. Other Responsibilities

- as assigned by Director of Ministries, Executive Director and the Board of Directors



VII. General Responsibilities

- shall dedicate himself to prayer and study of the Word
- shall attend with regularity and maintain active membership in a local gospel-preaching church

VIII. Qualifications

- agreement with the Corporation's doctrinal statement (see Article III of Bylaws)
- master's degree or equivalent experience in relevant field
- ten years of significant and relevant experience in pulpit ministry and regular ongoing pulpit opportunities
- strong organizational and management skills
- strong oral and written communication skills
- ability to work independently and with others
- proficiency in office computer software (operating system, productivity software, email, etc.)
- demonstrated character as outlined in 1 Timothy 3 and Titus 1
- demonstrated commitment to the vision of the CST