



## **Member Care Coordinators Ministry Description**

*Revised 2025.01.08*

**POSITION Overview:** The primary task of AFM Member Care Coordinators (MCCs) is to oversee and coordinate the spiritual, relational, physical, mental, and emotional care of AFM Cross-Cultural Workers (CCWs) in a collaborative manner with the AFM staff, especially the Pastors to CCWs (PtCCWs), the Training Coordinator, the Director of Operations, and the Executive Director. One important component of overseeing and coordinating member care includes CCWs' *Soul Care* and *Spiritual Direction* (SCSD) so that CCWs can live healthy, holistic, fruitful, and sustainable lives on the mission field. The MCCs will also pre-brief every AFM CCW before they launch to the field and debrief CCWs (as needed) who return to the States on home assignment. The MCCs will communicate regularly with the AFM staff to effectuate member care. The MCCs' ministry will be grounded in AFM's values: collaboration, relational, indigenous, strategic, and prayerful. In so doing, the MCCs assist AFM CCWs to fulfill their calling to plant reproducing biblical, indigenous churches among unreached people groups. The MCCs commit to upholding the biblically-based moral standards contained in AFM's Statements of Faith.

This position is part-time: MCCs will schedule pre-debriefs and debriefs (three to five days in length) in conjunction with the schedules of AFM CCWs preparing to launch to the field and CCWs returning to the US on home assignment. On average, AFM MCCs may expect a total of 5-7 pre-briefs and debriefs per year. MCCs may also expect 10-15 aggregate hours per month (between the two of them) of checking in with CCWs on the field via Zoom.

**REPORTING Relationships:** The MCCs report to the Executive Director. The MCCs will also have a collaborative relationship with the Training Coordinator, the Director of Operations, the PtCCWs, and the rest of the AFM staff. The Executive Director has the final decision-making authority over AFM's member care program in terms of strategy, direction and policy.

**QUALIFICATIONS:** The MCCs are a husband/wife team who are growing disciples of Jesus Christ with membership and ministry in a local church. *Anglican candidates are*

*strongly preferred.* The MCCs will be team players, willing to collaborate with AFM leadership and skilled at building relationships. Other qualifications:

- First-hand experience in a cross-cultural missions for over five years.  
Ministry among an unreached people group is strongly preferred.
- Experience in addressing the unique needs of CCWs and/or persons working in frontier missions
- Strong administrative skills
- Philosophy of member care that is consistent with Scripture and with AFM's vision, mission, and values

### **RESPONSIBILITIES:**

1. To de-brief AFM CCWs already serving on the field as needed.
2. To participate in AFM's tri-annual pre-conferences before the New Wineskins Mission Conference and to participate in the New Wineskins Conference.
3. Proactively and reactively coordinate the pre-briefing, debriefing, and regular check-in aspects of member care, from the pre-field phase through to retirement from AFM.
4. Develop member care training materials *as needed* to provide a high quality of member care. Maintain written documentation of member care sessions.
5. Participate in professional development to maintain quality member care and to build skills, understanding, and capabilities and to receive appropriate support for carrying out their member care responsibilities.
6. Participate in member care member care networks and incorporate best member care and SCSD practices into AFM's member care program.
7. Communicate annually the status of each CCW to the Executive Director and PtCCWs. Communicate quarterly (or in cases of urgent need, immediately) to the PtCCWs.
8. Ensure CCW information is handled with utmost discretion and keep the Executive Director fully informed when issues have the potential to impact an individual's ability to fulfill their CCW responsibilities or adversely impact coworkers, themselves, or the reputation of AFM.
9. Liaise with Pastors to Cross-cultural Workers, Training Coordinator, and Executive Director to confidentially discuss and pray for the needs of AFM Cross-Cultural Workers, especially before and after Pastors to CCWs visit CCWs on the field.
10. Adhere to AFM's manual and procedures.

### **Compensation**

Compensation will be in line with industry standards and the MCCs level of experience and expertise. Interested couples should email a CV and cover letter to Elise at [operations@afm-us.org](mailto:operations@afm-us.org).