

Job Description

Scotland Coordinator

We are looking for someone passionate about cross-cultural mission who can help develop our presence as a mission organisation across Scotland and develop connections with churches and individuals.

Would you be able to journey with new mission workers through the placement process to help them be well prepared to serve in least-reached communities across the world?

Can you also speak at churches and events to inspire and encourage people to consider what the Bible says about mission and what their role can be as carriers of God's good news?

We need someone who is excellent at caring for the people who are serving with SIM around the world. From their point of enquiry to their return from serving, you will be the point person whom they will go to for matters relating to their care and well-being.

This role needs someone who cares about people and is interested in building relationships and networks to get more people involved in cross-cultural mission. This role requires someone who is a good initiator and can develop and deliver a strategy for relationship building between SIM and the church community in Scotland.



Why work with Serving In Mission?

The Vision of Serving In Mission:

Our vision: a world with a witness to Christ's love where he is least known, disciples of Jesus expressing God's love in their communities, and Christ-centred churches among all peoples.

Convinced that no one should live and die without hearing God's good news, we believe that he has called us to make disciples of the Lord Jesus Christ in communities where he is least known.

With over 7,000 people groups and more than 3 billion individuals in least-reached people groups, there's a massive need, and we want people who share in our vision to work with us to reach more people with the Gospel.

We are God-centred

We are passionate about what we do, and we are fuelled by prayer and trusting in God to lead us in our work. This means we are dependent on him as we seek to reach the least-reached with the gospel in many different countries. We serve in multi-ethnic teams, and both send and receive mission workers in partnership with local churches.

Part of an International Organisation

We are part of a global community of churches and mission workers cooperating in intercultural gospel ministry as part of SIM International. There are 70 other national offices around the world.

We seek to make disciples of the Lord Jesus Christ by crossing barriers locally and globally to proclaim the crucified and risen Christ, expressing his love and compassion, working together with churches to fulfil Christ's commission in communities where he is least known.

We started 130 years ago and now send mission workers to every inhabited continent on earth. Internationally, SIM has more than 2,000 workers, serving in more than 70 countries and sent by churches from all parts of the world.

Joining a wonderful team

You will be joining a friendly, prayerful, vision-led team, located both in Cambridge and across the UK. We support more than 130+ mission workers working on multi-ethnic teams around the world, as well as working with churches here in the UK.

The Mission Personnel team is currently made up of the Head of Mission Personnel & People Care, four other regional Mission Journey Coordinators, two administrators, a Families Advisor, Health Coordinator and a Missions Trainer. We're a growing team with several new roles recently started. You will be joining a team who are driven to serve our vision, ensuring our mission workers are cared for from the point of enquiry, through their service and after they return to the UK.

ETHOS & VALUES

Our ethos is 'by prayer'

Serving In Mission is a community of God's people committed to Biblical truth and passionate about sharing the gospel. The post holder is required to:

- *Have a personal knowledge of and trust in Jesus Christ as Lord*
- *Model Christian discipleship in public and private life*
- *Sign their full agreement with the SIM Commitment Statement*
- *Have a belief in the power of Christian prayer for God to provide and guide in the needs of the mission*

You can read more about our vision, mission & values at: sim.co.uk/about/vision-and-values

UK Staff and some of our Mission Workers at our Spiritual Life Conference 2025



HOW THIS ROLE RELATES TO OUR MISSION:

Our mission:

We are compelled by God's great love and empowered by the Holy Spirit:

- We cross barriers to proclaim the crucified and risen Christ, expressing his love and compassion among those who live and die without him.
- We make disciples who will trust and obey Jesus and become part of Christ-centred churches.
- We work together with churches to fulfil God's mission across cultures locally and globally.
- We facilitate the participation in cross-cultural ministry of those whom God is calling.

This role:

You will play a key part in our Mission Personnel Team:

- This allows us to care deeply for our mission workers, ensuring they feel supported and encouraged throughout their time of serving with us, whether that is a few months or many years.
- This role also ensures that we have great relationships with sending churches, helping them to support their workers – before, during and after their time of service.
- This also ensures that we have a robust enquiry, application and placement process for our workers to make sure we get the right people serving in the places God is calling them to.
- This role ensures that we have new workers being sent by churches across Scotland to carry the good news of Jesus into least-reached communities.



JOB SPECIFICATION

Developing our presence in Scotland, you will:

Connect with established groups of SIM supporters in Scotland and nurture these relationships. Taking time to listen, learn and respond to the feedback and suggestions given.

Work with colleagues already based in both Scotland and the UK to ensure SIM's presence and reputation is strengthened. You'll travel regularly to maintain relationships face-to-face and to grow trust.

Help to develop new connections with churches, events and networks which increase the opportunities to meet potential enquirers.

Helping enquirers into mission, you will:

Connect with people at the earliest stages of their mission explorations, drawing alongside them as they discern where God is learning them, offering guidance and wisdom and building a relationship with them.

Facilitate conversations with our SIM teams working all over the world, to find the right fit in ministry for those you're journeying with.

Participate in opportunities to engage new people into mission. This may be through mission events and conferences. You'll be a point of expertise on opportunities and needs across SIM teams and on our sending processes.

Taking candidates through the SIM UK placement process, you will:

Lead suitable candidates through a robust and prayerful application and selection process, interviewing and caring for each person who applies to serve with us.

Work to ensure every person who serves with us receives the highest possible standard of care and support at each stage of their experience with us.

Coordinate any follow-up and additional steps needed to help us send workers who are well-equipped and prepared for cross-cultural mission.

Collaborate with your wider team to draw on the shared knowledge and expertise and ensure accountability in the selection decisions.

Communicate regularly with other SIM UK departments at key points to help all candidates through the steps required in our Health, Finance and Training requirements.

Work closely with SIM receiving offices at every stage of the placement process to establish clear expectations.

Travel regularly to provide in-person touch points throughout this process.

Partnering with churches to send you will:

Engage sending church leaders throughout the selection and placement processes: inviting their input into the suitability and evidence of calling in the lives of those applying to serve.

Use our partnership tools to facilitate conversations with church leaders and mission committees to support them in the responsibilities of being a sending church.

Help build the relationship between SIM UK and the churches that send with us, and look for ways we can serve the church and further help them to engage them in mission.

Be confident in speaking at churches and events about SIM and articulate a clear Biblical understanding of Mission.

Providing people care you will:

Be the first point of contact within SIM UK for the mission workers assigned to you on all matters related to their care and well-being and keep in touch with them regularly.

Work with our people care team to signpost workers to additional support as needed and communicate with the sending church to work together to provide wraparound care.

Provide debriefing for all mission workers in your care during mid-service Home-Assignments and at the end of their service with us.

Undertake regular training and learning to keep up to date on best practice in member care.

Participating in the life of the SIM community (UK and Global), you will:

Be part of an international organisation, working to make disciples of Jesus in communities where he is least known. You'll learn about the 70+ countries we're working in, where the needs and opportunities are, and engage in prayer for the important gospel work SIM is doing.

Participate in meetings and working groups to share learning and collaborate with our teams worldwide. There may be opportunities to travel overseas.

Use the SIM UK and SIM International systems to support mission workers at every stage of their mission journey.

Engage in our SIM UK prayer meetings and team days and be a part of a wider team of people who are passionate about enabling God's mission among the nations.

PERSON SPECIFICATION

ATTRIBUTE	ESSENTIAL	DESIRABLE
Work Experience	• Experience of cross-cultural mission • Experience of speaking/preaching in churches • Pastoral care experience	• Formal biblical/theological study • Experience working in an international organisation
Skills	• Able to relate to a wide range of ages and backgrounds • A skilled communicator • A strong administrator • Good at networking and making connections with people. • A full clean driving license	• Experience using a CRM database to keep contacts up to date. • Confident using MS 365 • Access to a car
Personal Attributes	• Bible-believing, evangelical Christian • Prayerful • Able to easily build rapport with people • Committed to high standards of integrity and professionalism • A mature follower of Christ • Committed to a local evangelical church • Willingness to travel in the UK and overseas • An encouraging and positive attitude • Flexible and discerning thinker • Likes using initiative • Able to wholeheartedly sign the SIM commitment	

This position is subject to an occupational requirement that the holder be a practising Christian under Part 1 of Schedule 9 to the Equality Act 2010.

The post holder must comply with all internal policies and procedures, including (but not limited to) our safeguarding policy and our data protection and privacy policy.

CONTRACT & RENUMERATION

JOB TITLE:	Scotland Coordinator
HOURS OF WORK:	Part-time 2-Year Fixed Term (with intention to renew) 30 hours per week (0.8 FTE)
SALARY:	£28,000 Pro rata plus working expenses
ANNUAL LEAVE:	37 days of holiday pro rata. This includes statutory Bank Holidays, Christmas Eve, and the 3 days between Christmas and New Year.
PLACE OF WORK:	Home-based in Scotland, preferably based centrally in the country. Will require regular travel to meet with different enquirers and churches.
RIGHT TO WORK:	We require the post holder for this role to have the right to work in the UK.
PENSION:	Serving In Mission will include the employee in the charity's Defined Contribution Pension scheme and will contribute 8% of salary. The employee's personal pension contributions into the scheme will be set at 3% in line with Auto-enrolment pension legislation.
RESPONSIBLE TO:	Head of Mission Personnel & People Care