

Trips Specialist

SUMMARY

The Trips Specialist role supports the Mobilization Department by working with Advocacy Team leaders, trip leaders and participants, with GoMethod (trip management software) and with the Global Coordinator as trips are being planned and launched. Training provided.

Department Vision: *We engage together in God's mission, striving for all people to know, enjoy, and glorify Him. We prioritize global friendships, reaching lesser-known and more vulnerable communities, and ongoing formation on this journey.*

Ministry Team: Local and Global Engagement // Mobilization Department

Leadership Level: Key Contributor

Status: Key Contributor Role (volunteer, non-paid); invited to participate in staff rhythms and activities

Time Commitment: 8-10 hours per week (November, December off)

Term: Renewable annually.

EXPECTATIONS

- Work with Advocacy Team Leader/Global Trip Leaders to set up trips in the GoMethod trip management software.
- Coordinate with Trip Logistics Leader in scheduling team meetings.
- Be the point of contact for Trip Leaders and Trip Participants as questions arise.
- Attend department staff meetings, in person or remotely, when available.
- Does not necessarily need to travel.
- Ongoing growth in spiritual formation, participation in community, and expanded learning.

ATTITUDE & SKILLS

- Active and growing spiritual life; servant-hearted and people-oriented.
- Strong communication skills, including active listening and insightful questioning.
- Process-oriented thinker with a solution-focused mindset; team experience is a plus.
- Proficiency in current office technology and digital tools.
- Comfortable working in a hybrid environment (in-person and remote).

If interested, please email global@cccgo.com