



## POSITION DESCRIPTION

# Ambassador

<b>Directly Reports to:</b>	<b>District Leader (or next level assigned leader)</b>
<b>Oversees:</b>	<b>Volunteers</b>
<b>Internal DJJ Interaction:</b>	<b>President, Operations Director, Partnership Director, Zonal Representative, Area Director, Regional Coordinator, District Leader, and other Ambassadors</b>
<b>Outside DJJ Interaction:</b>	<b>Ministry Leaders, Other Organization Leaders, Disciple-makers, Disciples</b>

### MISSION:

- *An Ambassador's core mission is to create and utilize opportunities to share the Partnership Training, thereby motivating disciple multiplication using DJJ resources to grow the Kingdom.*

### OUTCOMES (Job Tasks, Metrics, or Accountabilities):

1. This position will be measured by the successful growth of at least 10% yearly. Metric presently includes Partnership Training event attendance and Certificates of Completion for the training awarded. This position will be reviewed annually.
2. Recruit high influencing and prolific ministry leaders to attend the training and begin to multiply disciples.
3. Recruit Ambassadors and other partners who will help expand impact.
4. Develop creative ways to expand Partnership Training attendance using social media, apps, face-to-face meetings, and so on.
5. Discover and develop leadership and financial resources to create a self-sustaining ministry.
6. Maintain the highest levels of integrity by adhering to the Ambassador Covenant and accuracy in reporting.

### COMPETENCIES (Job Requirements, Skills, or Knowledge):

- **Godly.** Maintain a vital and growing relationship with Jesus Christ.
- **Leader of Leaders.** Lead and train others who lead others to make disciples.
- **Recruiter.** Continually expand your network of engaged disciple-making churches and ministries. Follow the process of recruitment found in Session 9 of the Partnership Training.
- **Initiator.** Be willing and able to initiate Partnership Training events rather than waiting for others to create them.
- **Communicator.** Practice excellence in communication as a trainer and public speaker.
- **Reporting.** Provide written reports of attendance, pictures of events and disciple-makers, testimonials of changed lives, and other communication using the Partnership Event reporting forms. (This can be delegated to the Program Director you recruit.)
- **Disciple-maker.** Utilize DJJ lessons to disciple others in various settings.
- **Creativity/Innovation.** Discover new areas and ideas that lead to substantial ministry growth and impact.
- **Technology.** It is helpful to have a working knowledge of personal computers, Google Docs, Microsoft Word, and PowerPoint.

- **Team player.** Committed to the overall Mission, Vision, and Core Values and the DJJ Statement of Faith.

**WORKING CONDITIONS:**

- Remote office working environment.
- Partnership Training Events or other meetings.

**MINIMUM QUALIFICATIONS:**

**DJJ EXPERIENCE:** Verifiable use of the DJJ lessons to make disciples.

**NETWORK:** A network of ministry contacts in multiple denominations and ministries.

**EXPERIENCE:**

- *Team leadership experience with five or more persons.*
- *Proven experience in ministry.*

**COMPENSATION:**

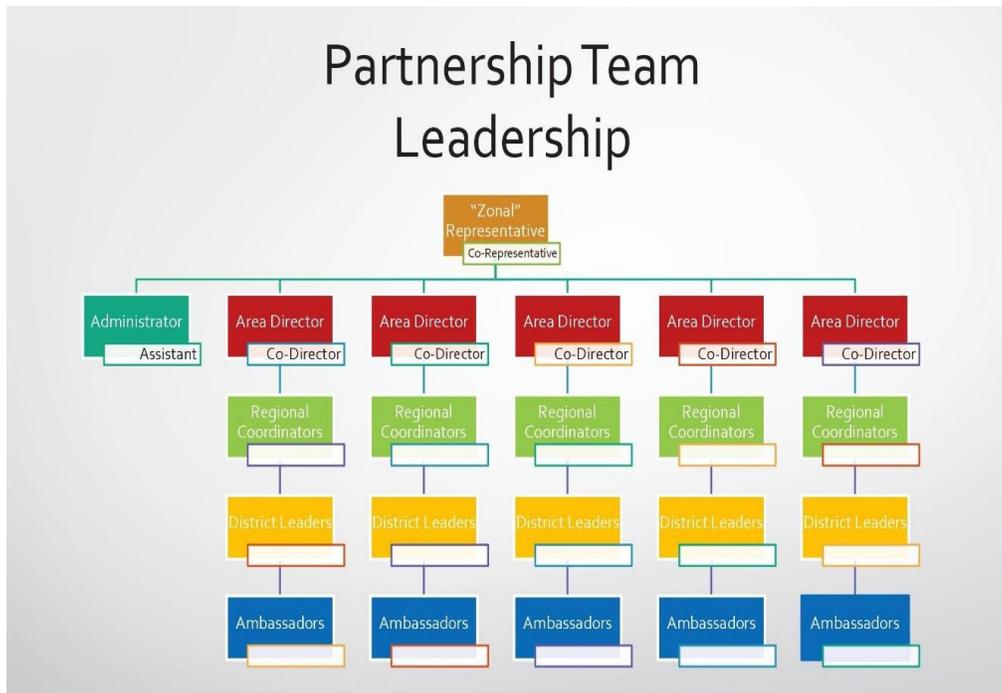
This role is a voluntary, uncompensated position.

**ADVANCEMENT:**

Those who perform well in this role may be eligible for a promotion.

**AUTHORITY:**

Recommendations for Ambassadors must be approved by your Regional Coordinator, Area Director, Zonal Representative, Partnership Director, Operations Director, or President. The President has the final approval of ALL Partnership Staff.



## Ambassador Covenant

### **Ambassadors commit to:**

#### **1. Pray frequently and fervently:**

- a. Pray for your Partnership Training Events and Great Commission discipleship impact.
- b. Recruit a prayer team to pray for with you and for each Partnership Event.
- c. Gather your leaders about 30 minutes before each event to pray over the room and attendees.
- d. Pray for the worldwide DJJ impact.

#### **2. Preserve the integrity of the materials:**

- a. You are welcome to use your own stories for illustrations. You may not change the Partnership Event outlines, formatting, or style.
- b. Please send your suggestions for improvements to the DJJ ministry office ([service@djjministry.org](mailto:service@djjministry.org)).
- c. Participant interaction is vital. Be careful not to speak too long, and force shortening the group interaction times.

#### **3. Protect the files:**

- a. Please check that you are training version 5 of these Partnership materials. Go to [djjministry.org/resources](http://djjministry.org/resources) to find the materials and forms you need, using the password given when you become an Ambassador.
- b. The Curriculum Notes (CN) and PowerPoint (PP) files are for your use only. Please do not give them to others.
- c. While these digital materials are provided without cost, you may charge participants a reasonable amount for the event's expenses. Please note, you are responsible for funding the training event without help from the DJJ ministry.

#### **4. Report each Partnership Training Event:**

- a. Ambassadors commit to complete and return the following documents for each Partnership Event within five days of the event:
  1. Event Reporting Form
  2. Sign-in Sheets
  3. Student Evaluation Forms (including their discipleship visions)

These forms can all be found on the DJJ website under Resources/Partnership Training Materials. For your convenience, there are two ways to report.

1. Return the above files to [service@djjministry.org](mailto:service@djjministry.org) along with any pictures from your event.
  2. Submit online via the Partnership Training Event Reporting form. The link for the form can also be found in the Partnership Training Materials folder.
- b. If you hold a training over several days, please send the Sign-in Sheets for each session you hold, but only submit one Event Reporting Form for the entire training. (Please remember that the entire training includes teaching Sessions 1-9)
  - c. Hold as many events and train as many as you can. You can train anyone. However, your focus is leaders and leaders-of-leaders who can significantly impact discipleship in their area, region, or country.