

# Church Project Manager

Call ID: NAD--000623-2026

Where: Northern Kentucky, United States

When: Jan 12 - Dec 7, 2026

## Summary

Dear Prospective Candidates,

We are excited to announce that our church is seeking for passionate and dedicated individuals to join our church team as Project Managers. We are looking for individuals with strong church-work skills and a commitment to excellence in ministry.

Our ministry in Northern Kentucky is growing rapidly. The success of our efforts will depend largely at this critical juncture on expanding our leadership team. Our vision is BIG! We are seeking to revitalize both churches, purchase a building, and jump start a field school that will teach participants skills in church planting, discipleship, non-profit leadership, and public evangelism.

## Position Overview:

The Project Manager(s) will work closely with the Senior Pastor and church leadership to support our mission of growth and outreach. This role involves church revitalization/planting strategy and implementation, and leadership in various ministries and planning committees. Candidates should be dynamic, innovative, and committed to expanding the reach and impact of Christ in Kentucky.

## Destination

Northern Kentucky United States

## Term

Long-Term, - months, Jan 12 - Dec 7, 2026

## Position

Type: Church Planting / Bible Work, Total People Required: 1, Target Age: Any

## Finances

Cost: \$0.00, Monthly Living Allowance: \$500.00, Local Currency: USD, Finance Type: Supported

## Lodging & Food

Provided. Host pastor and family will accommodate housing and food.

Restrictions: Not Specified

Gender Lodging: Either

Marital Status Lodging: Single

Child Accommodations: Not Specified

## Health Notes

Not Specified

#### **Dress**

Acceptable:

Unacceptable:

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#### **Duties**

- Manage projects related to church growth, discipleship, fundraising, and community engagement.
- Preach occasionally – 1 time monthly.
- Conduct Bible studies.
- Engage in member visitation and provide transportation support as needed.
- Organize and communicate programs for church meetings (Prayer meeting & Sabbath schedules)
- Chair committees and attend board meetings.
- Assist in design of field school.
- Network with community organizations and create collaborative opportunities.
- Support and enhance Capital Campaign for acquiring church/school building.

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#### **Experience**

We are looking for candidates with a variety of skills, including but not limited to:

- Experience with fundraising and capital campaigns.
- Musical talent and an ability to lead or support worship.
- Proficiency in Microsoft Office and Google Docs.
- Experience in Bible work and leading small groups.
- Excellent organizational and event planning skills.
- Proven experience in discipleship and volunteer management.
- Basic social media management skills, including Facebook Ads.
- Project management and leadership development.
- High energy, extroverted personality, with a “go-getter” attitude.
- Ability to work effectively as part of a team, with humility and a servant’s heart.
- Flexibility, balance, and a desire to implement innovative ideas.
- Clear passion for self-development and improvement for the glory of God.

#### **Education**

High School

#### **Education Concentration**

Not Specified

#### **Languages**

English (fluent)

#### **Trade Skills**

Pastoral/Evangelism

**Host** « Private »  
**Host Contact** « Private »

## Travel Documentation

### Travel

Destination City	Northern Kentucky	Destination Airport	Cincinnati/Northern Kentucky International Airport
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### Medical

Required Inoculations	(not set)	HIV Clearance Required?	Yes
Medical Recommendations	(not set)		

### Visa

Visa Required?	Yes	Visa Type	(not set)
Visa Application By		Volunteer / Sponsor	
Work Permit Required?	Yes		
Work Permit Application By		Volunteer / Sponsor	
Police Clearance Required?	No		
Child Protection Required?	Yes		
Send Documentation To		pastor.t.buford@gmail.com	
Documentation Deadline		Nov 10, 2024	
Visa Travel Details			
(not set)			

### Interview

Phone Interview Required?	Yes
Signed Agreement Required?	Yes

### Orientation

Orientation on Site?	No
Orientation Stipend?	No

## Travel Advisory

### United States

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Exercise normal precautions