



The Role of the Team Leader

We're so glad that you are interested in leading a Mobilise Worldwide team this year! We're sure it will be really great time for both you and the team members you are serving. We've put together a few practical pointers to give you an idea of what is involved in the role but if you have any more questions or queries please don't hesitate to get in touch at e: mobiliseworldwide@xtn.org ph: 0845 8380858 and ask for Jo Wells. As a team leader you will receive a file before you leave containing all the information that you need. If you would like to apply to be a team leader, please download and complete the application form and return it to the address provided. We look forward to hearing from you!

TEAM DEVELOPMENT AND PASTORAL SUPPORT

We hope that everyone will grow and develop during their time on a Mobilise Worldwide Team. A large part of the team leader's role is to facilitate this, particularly in the following areas:

Reflection

Helping the team members begin to process their thoughts and feelings and learn from all that they are experiencing and hearing from God. This is probably best done through short debriefs at the end of each day.

Relationships

Ensuring that healthy, non-exclusive relationships are developed within the team and with nationals. Ensuring that as a team, good relationships and communication is developed with the hosts.

Meeting Together

We hope that on most days the team will have the chance to meet together to pray and worship. Team leaders don't have to lead every meeting.

Inspiration

Helping the team to see the bigger picture and keeping the motivation going, envisioning and speaking faith into the team. Being an example of a prayer led, Spirit filled follower of Jesus.

Giftings

Recognising the giftings of different team members and providing them with opportunities to grow and stretch their capacity.

It is likely that at least some of the group will need some pastoral support at some point. Whilst we aim to avoid accepting anyone on a Mobilise Worldwide Team who is emotionally unstable or working through major life issues, the change of culture, living conditions and team dynamics will probably cause one or two issues to arise! This aspect of the role is potentially a demanding one.

You will need to respond to situations as they arise but long standing matters can be referred to the person's home church leader after the team has ended and the person is back in the UK.

IMPLEMENTATION OF THE PROGRAMME

The basic programme will have been negotiated before the arrival of the team, although the nature of a Mobilise Worldwide team is such that there will probably be last minute events popping into the programme, flexibility is part of the ethos of a Mobilise Worldwide team! ☺

SECURITY, HEALTH & SAFETY

Whilst overseas it's the team leader's responsibility to:

- Make sure that, as far as is possible, the team is safe and that the general welfare of the team isn't being overlooked. Guidelines are set out in our **Health and Safety Policy**.
- Carry out a basic **Team Leader's Risk Assessment** upon arrival in your location and ensure that the hosts brief the team in the areas of health, safety, security, travel and culture.
- Be familiar with the **Newfrontiers Child Protection Policy**, and ensure that team members are adhering to it.
- Liaise with hosts if issues or problems arise and contact us if necessary.

FINANCE

Budgets are set before a team departs. You'll either be sent with cash/credit card to cover all your needs or the hosts will give you the money you need soon after your arrival. We ask that you keep a record of all expenditure and receipts, using the form in the team leaders file. You are responsible for this and for accounting for any expenditure. All of these forms, along with any money left over must be delivered back to the London office within 7 days of your return.

ADMINISTRATION

As Team Leader we are not expecting you to take on any of the administration connected with the team before departure. There will however inevitably be a certain amount of correspondence with the admin team before you go and once you are back.

TIME

In the lead up to the departure of the Mobilise Worldwide Team there is a time commitment on the part of leaders. Whilst we will try to keep this to a minimum, the following is necessary:

- A possible meeting before the Briefing Day the details of the trip.
- Attendance at the Briefing Day and training days, together with the rest of your team.
- Any team reunion you would like to organise outside of the debrief day in December.

EMERGENCIES

We provide you with **Emergency Procedures** in the **Team Leaders File**. This contains the **Newfrontiers Crisis Management Policy** and specific **Mobilise Worldwide Emergency Procedures** which must be followed in the event of an emergency or crisis situation.

In the event of an emergency we expect the team leader to take control, together with the hosts, as appropriate, in accordance with the policies and procedures mentioned above.

We'll be praying for you and we're sure you'll have an amazing time and lots of fun!