

Catalyst, Team Up and Take Action

Job Title	Adoption Connection Catalyst
Reports to	Director of Adoption
Date Created/Revised	March 9, 2026

Position Summary

Catalyze people group adoption by helping the adopting families, churches, organizations, and alliances move from prayerful ownership into practical, collaborative engagement. Collaborate in building networks, cultivating strategic partnerships, and supporting pathways that result in coordinated action for frontier peoples.

Essential Roles and Responsibilities

- Connect adopting partners with ministries, churches, and organizations able to facilitate meaningful engagement among frontier peoples.
- Create pathways that encourage giving, sending, learning, and practical next steps.
- Inform adopters of opportunities for strategic collaboration among people groups.
- Track partnership progress, adoption outcomes, and measurable indicators related to action and advancement.
- Provide monthly reports to the Director of Adoption on work activity and progress toward goals.
- Maintain required levels of ministry support through regular time in ministry partnership development.
- Ensure that privacy and security are maintained in conversation and information exchange.

Knowledge, Skills and Abilities

- Strong written communication skills
- Ability to motivate and encourage others toward strategic mission action
- Ability to network with individuals and organizations with cultural sensitivity
- Ability to manage relationship pipelines, partner records, and coordination systems
- Flexibility and willingness to adapt to new methods of production and presentation
- Ability to manage and meet deadlines
- Proficiency in computing and MS Office suite
- Knowledge of online communication tools

Qualifications

- Demonstrates a mature walk with God as a follower of Christ, as verified by lifestyle and references.
- Demonstrates a thorough understanding of the Bible.
- Evidences God's calling to play a role in his mission to spread the gospel among all peoples of the world.
- Can work closely with a team and set aside personal interests for what is best for them.
- Can graciously submit to those in authority.
- Is age twenty-one or older (no maximum age).
- Has a GED, high school diploma, or equivalent outside the United States.
- Has the experience to fulfill the job assignment.
- Is legally able to work in the country of operation.
- Aligns with Joshua Project's statement on marriage, gender, and sexuality.
- Has no credit card debt and all other loans (student, mortgage, etc.) are manageable.
- Shows evidence of good emotional, physical, financial, and mental health.
- Demonstrates a healthy relationship with a local evangelical church.

- Agrees with the Lausanne Covenant, World Evangelical Alliance statement of faith, and Joshua Project's core values.
- Demonstrates relational skills to network with partners for raising salary and ministry support.
- Must be able to raise funds through ministry partner development.
- Preference towards workers with previous ministry experience.
- Ability to engage mission leaders, churches, and organizations around shared strategy and collaboration.
- Ability to work with diverse ministry leaders, churches, and organizations across cultures.

Minimum Physical Requirements

- Must have the ability to type written communication, speak and hear with clarity to facilitate good communication in virtual meetings.
- Can work remotely, not required to be in the Joshua Project office.
- This job's duties often require the worker to sit for extended periods of time.