

# Catalyst, Orient

<b>Job Title</b>	Adoption Training Catalyst
<b>Reports to</b>	Director of Adoption
<b>Date Created/Revised</b>	March 9, 2026

## Position Summary

Catalyze people group adoption by helping adopting partners gain a deeper understanding of the people they have chosen to serve. Develop practical orientation resources that build informed, prayerful, and culturally aware responsibility for the adoption of people groups.

## Essential Roles and Responsibilities

- Develop an orientation system for the ADOPT program that equips adopting partners with accurate and useful people-group understanding.
- Develop and distribute manuals, orientation tools, briefings, and learning resources.
- Guide adopting partners in understanding the history, identity, language, religion, location, needs, and gospel barriers of their adopted people.
- Help families, churches, and organizations interpret people-group data in ways that strengthen wise prayer and thoughtful action.
- Support the creation and distribution of updated profiles, prayer guides, maps, and orientation resources.
- 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 and resource-development skills
- Ability to synthesize anthropological, ministry, and people-group information into usable guidance
- Ability to train others in clear and culturally sensitive ways
- Ability to manage onboarding, orientation, and follow-up workflows
- 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 and digital resource sharing
- Participate in additional work training as deemed appropriate

## 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 learn and communicate cross-cultural and people-group information clearly.
- Experience in missions research, training, or cross-cultural orientation is preferable.

### **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.