

CHURCH SERVICE MISSION OPPORTUNITIES

AUSTRALIA

July 2005 – PLEASE PLACE ON NOTICE BOARD

President/Bishop: Because of the rapid growth of the Church throughout the world, there is an increasing need for more missionaries. Please review this information with your Priesthood and Relief Society leaders and place this bulletin where your members can review it. Encourage members to read the bulletin. It may also be seen at www.lds.org.au.

(Look under “Other Resources” for details & recommendation form.)

PART-TIME--LIVE AT HOME

MISSIONARY DEPARTMENT (MD)

- MD 1** **Brisbane Mission** **Leadership, Activation, Fellowshiping**
Two couples, serve up to 32 hours a week, 12-24 months, start as soon as possible.
Duties: Strengthening leadership, activation and retention of new converts. Some ecclesiastical experience would be helpful. Own vehicle or transportation needed.
Contact: **President James E. Phillips, (07) 3268-7077**
- MD 2** **Perth Mission** **Leadership, Activation, Fellowshiping**
Four couples, serve 10 to 31 hours a week, 12-24 months, start as soon as possible.
Duties: Strengthening leadership, activation and retention of new converts. Some ecclesiastical experience would be helpful. Own vehicle or transportation needed.
Contact: **President Leslie M. Albertson, (08) 9375-0000**
- MD4** **Sydney North Mission** **Newcastle Stake, Coffs Harbour District**
Two couples, serve 20 to 31 hours per week, 12-24 months, start as soon as possible.
Duties: Leadership and activation in small branches. Own transportation.
Contact: **President David Vincent (02) 9877-2400**

MD 5 **Hyde Park Stake, Sydney** **Leadership**

One Mandarin speaking couple to serve 15-20 hours per week, 6-24 months, start as soon as possible.

Duties: Provide leadership and training in Mandarin speaking branch. Ecclesiastical experience needed. Own vehicle or transportation.

Contact: **President Trevor Jones (02) 6747-1230**

MD6 **Sydney South Mission** **Hyde Park**

Four couples, serve 15 to 31 hours per week, 12-24 months, start as soon as possible.

Duties: Teach English as a second language in small classes or individual tutoring. Support and assist full time missionaries. Training provided. Own vehicle or transportation.

Contact: **President John Elmer (02) 8567-3900**

MD7 **Sydney South Mission** **Mortdale**

Two couples, serve 15 to 31 hours per week, 12-24 months, start as soon as possible.

Duties: Duties include secretary to mission president, financial secretary, apartment administrator (arranging for and administering the apartments for full-time missionaries), vehicle fleet administrators and referral secretary. Own vehicle or transportation.

Contact: **President John Elmer (02) 8567-3900**

MD 8 **Melbourne Mission** **Office**

One couple, serve up to 31 hours per week, 12-24 months, Start as soon as possible.

Duties: Finances, correspondence, reception, schedules, travel, filing, etc

Contact: **President Paul Coward (03) 8872 5600**

CHURCH EDUCATION SYSTEM (CES)

Teach classes of young adults. Work with local leaders to find and enroll seminary and institute students and young single adults. Help select and train seminary and institute teachers. Some administrative and teaching skills desirable along with the ability to relate to young single adults and newly baptized converts. Some areas may need couples to serve as coordinators for seminary and institute classes. Serve 12-24 months. For questions contact **John Gibson at (612) 9841-5233 or 0405-103-334.**

FAMILY HISTORY (FH)

FH 1 **Carlingford** **Research Associate - Asia Pacific Family History Support Office**

12-18 months. A part time missionary is needed to serve 3 days per week in a small family history centre maintained at the Support Office for the support of members and the Temple. The role includes providing a resource in order to respond to members and Family History Centre Staff. The Missionary will work on acquisitions, and research projects into available records for preservation, and maintain relations with other Archives and Government institutions throughout Australia.

Skills: A good knowledge of researching one's ancestors, locating records and a familiarity with the Family History Library Catalogue and Temple Ready is needed. Familiarity with computers and the internet would be a distinct advantage.

Contact: **Bro. Warren Meyer (02) 8845-8560**

See documents at www.lds.org.au, "other resources".

FH 2**Carlingford Asia Pacific Family History Support Office**

12-18 months. Two part time missionaries are needed to serve in a 'call centre' type setting, each to serve 3 days per week on a shift basis supporting members and leaders all over Australia. These interesting mission opportunities will be part of a small, friendly missionary group where some Family History background and communications skills would be useful. You do not have to be a Genealogist. Computer and typing skills of 25-30 wpm would be an advantage.

Skills: The missionaries would be working with a new Family History programs which will require the acquisition of specific skills and knowledge. Full training will be given.

Contact: Sis. Judy Teuscher (02) 8845-8570

FH 3**Carlingford Asia Pacific Family History Support Office (Remote Workers)**

12-18 months. Several part time missionaries or couples are needed to serve as remote workers of the above support centre for three days per week. It will be at times that suit the individual's convenience whilst working from home. (If you live outside a metropolitan area, this would be acceptable.) The role is to support by phone and via email and the Internet the Family History Centres, Ward/Branch FH Consultants and Priesthood leaders throughout Australia.

Skills: A moderate degree of computer and typing skills would be an advantage and full training will be given. Interstate applicants are also welcome to apply, particularly those who wish to work from their home and perform the same duties.

Contact: Elder Reed Teuscher (02) 8845-8566

EMPLOYMENT RESOURCE CENTRES (ERC)

Missionaries to manage or assist in Employment Resource Centers; assist the Employment Resource Centre Manager to reach out to those in need, teach them specific career management skills and provide ongoing coaching and development to improve their individual and family self reliance; they will also assist to develop business community contacts; and train local employment centre volunteers, Church leaders, and members.

**Individuals or couples are needed in the following centres:
Melbourne, Adelaide, Perth, Sydney, Brisbane**

Contact: Steve Stebbings (02) 9841 5383

INFORMATION COMMUNICATION SYSTEMS (ICS)

ICS 1**Carlingford Help desk.**

Two couples. Serve up to 32 hours per week for 12 - 24 months.

Duties: Answer help desk telephone calls from stake leaders, take messages and communicate problems to technicians. Keep records.

Contact: Paul Bennallack (02) 9841-5497

See documents at www.lds.org.au, "other resources".

MATERIALS MANAGEMENT (MM)

- MM 1** **Carlingford** **Retail Distribution Centre, Shop Assistant**
Female individual needed immediately. Serve 1 or more days per week for 6-24 months.
Duties: Assist customers and operate cash register
Contact: Penny Tongsumrith (02) 9841-5277
- MM 2** **Carlingford** **Warehouse Assistant**
Male individual to serve 4 hours per day for 6-24 months. Able to do medium lifting, up to 20 kilos.
Duties: Picking, packing and distributing
Contact: Terry Wong (02) 9841-5262
- MM 3** **Carlingford** **Microfilm Ordering Centre - Specialist**
Single male or couple. Serve up to 32 hours per week for 18 months.
Duties: Answering phone enquiries and general MOC administration.
Order processing including picking, packing and dispatching to family history centres and individuals
Receiving microfilm orders, microfilm returns and filing them in appropriate location
Data capturing and reporting
Contact: Terry Wong (02) 9841-5262

What are Part-Time Church-Service Missionaries?

Part-time Church-service missionaries serve at least 4 hours but less than 32 hours per week. They normally serve for 6 to 24 months. The purpose of the Church-service missionary program is to provide opportunities for member to give their time to the Lord through work-related service missions.

Church-Service Missionary Requirements

All Church-service missionaries must be worthy to hold a temple recommend. They must be physically and emotionally able to fulfill the specific call and its related duties. Prospective missionaries must also provide their own transportation and financial support. Church-service missionaries are responsible for their own medical and dental needs, including eye-care expenses and prescription drugs.

How Are Missionaries Called?

1. Upon receiving the application, the bishop certifies the worthiness of the member and concurs with the selected service unit for which the member has applied. He then signs the form and forwards it on to the stake president.
2. The stake president interviews the candidate before signing the recommendation form. It is then sent to the local Church-service missionary coordinator's office for review, for entry into the database, and for authorization for the stake president to issue the call.
3. The coordinator advises the stake president by letter when the processing is completed, and the stake president extends the call to the member. The stake president then authorizes the bishop to set the new missionary apart in his or her assignment.
4. Church-service missionaries are supervised and trained under the direction of the department in which they serve. The stake president and bishop remain the priesthood leaders to whom the missionaries report.

What About Other Church Callings?

Church-service missionaries may serve in ward or stake callings at the discretion of their local leaders, as long as their additional duties do not interfere with Church-service missionary assignments. Frequently, their mission assignments take place during the week, leaving their weekends free to serve in callings as home teachers, visiting teachers, or in other ward callings.

How Do I Get Started?

1. Review the service opportunities in the "Church-Service Missionary Bulletin," if there is one in your area.
2. Feel free to visit, ask questions about, and evaluate one or more service assignments through the listed contact name and phone number. Prayerfully consider the assignment. Is it consistent with your time, ability, and health?
3. Carefully fill out the "Recommendation for Part-Time Church-Service Missionary Form," indicating your choice or choices of places to serve.
4. By appointment, consult with your bishop so you can give him your completed form and be interviewed for mission service. Be sure you include the date you are available and the number of months you wish to serve.
5. Meet with your stake president and be interviewed for your Church-service mission.

See documents at www.lds.org.au, "other resources".