

OVERVIEW

The Language Supervisor ensures every new missionary successfully launches into their language study by managing the core logistical aspects of the "Language" element. This role focuses on researching, vetting, and coordinating placement with the most appropriate local language school, private tutor, or language learning program. The supervisor's goal is to remove administrative hurdles and connect participants immediately with high-quality instruction for their foundational linguistic success. It is full time and support raising or self-funding is required. The role is based out of Bangkok, Thailand.

KEY RESPONSIBILITIES

- **Program Vetting and Curation:** Research, evaluate, and maintain an up-to-date registry of vetted, high-quality language schools and private tutors across various geographic regions.
- **Placement Consultation:** Conduct initial consultations with new missionaries to assess their learning style, budget, and location, recommending the most suitable language program for their needs.
- **Enrollment and Registration Logistics:** Coordinate the entire enrollment process, managing administrative paperwork and timely communication to secure the missionary's placement in their chosen school or program.
- **Resource Kit Development:** Assemble and distribute an essential language learning resource kit that includes guidance on effective study habits, immersion tips, and technology tools for vocabulary acquisition.
- **Troubleshooting and Adjustment Support:** Serve as the initial point of contact for missionaries facing issues with their instructors or school arrangements, facilitating necessary adjustments or transfers to different programs.
- **Budget Guidance:** Advise participants on the expected costs of tuition, materials, and private instruction, helping them budget their "**Economics**" for sustained, effective language study.

REQUIRED QUALIFICATIONS

- Must personally embrace [GFM's purpose](#), vision, [values](#), and [statement of faith](#)
- Must identify as a maturing believer in Jesus Christ with a high view of Scripture (2 Tim 3:16-17; Col 3:16-17)
- Must demonstrate humility, teachability, and an ability to work well with others (Eph 4:15)
- Must display advanced interpersonal relational skills and be dedicated to peacemaking (Heb 10:24-25)
- Must function well both independently and in a team environment (1 Cor 12:25-26)
- Must be able use or learn internal communications and technology systems (Email, Google Drive, Slack, Salesforce, etc.)
- Must be ready to experience significant missions training and discipleship through GFM's Missionary Training School (in person sessions or online)

RECOMMENDED

- A College Degree is preferred but not required; informal training/experience in administration, communications, team building, human resource management, organization, leadership, and/or ministry will be considered

NEXT STEPS

JOB DESCRIPTION for Language Supervisor



To find out more about Global Frontier Missions, please visit [our website!](#)

To apply to this position or to find out about other positions, please email ThomasLee@gogfm.org.

To consider further options, please [Contact Us](#) or [View Other Opportunities](#).

Since GFM's mission is to make Jesus known, all staff must be committed to and able to implement that mission.