

**The Mailbox Club Int'l Inc.  
404 Eager Road  
Valdosta, Georgia 31602**

**The Mailbox Club Int'l Inc. is a growing worldwide Bible correspondence ministry who's main purpose is to win children to Christ and disciple them through Bible correspondence lessons.**

**We are a faith ministry seeking persons and couples who are financially self supporting or willing to pursue raising their support.**

**Title: Assistant Regional Director - Eastern Europe and Central Asia:**

**Position Description:**

This position requires a person with experience in leadership and having good people relations skills. Business background and management skills are also necessary. This ministry opportunity requires a mature Christian who is fully committed to Christ and convinced of God's call upon his life for service. The characteristics of being a "self starter" with a strong work ethic will be necessary. Computer skills using business software and the Internet are an asset to this position. This position requires air travel and travel by all other means necessary to reach contacts throughout Eastern Europe and Central Asia. Good communications knowledge of any or more of the Eastern European languages would be helpful as would be travel experience outside the USA. The appropriate person for this position will have a God given desire to see children and others come to a saving knowledge of Jesus Christ and grow to maturity through Bible based teaching.

The duties of this position are:

- Assist the Regional Director with the direction and management of the development and expanding use of Mailbox Club Bible correspondence materials throughout all countries of Eastern Europe and Central Asia.
- Travel when necessary to facilitate and coordinate cooperative efforts in evangelism with other evangelical ministries working in Eastern Europe to add and provide for "follow-up" using TMC materials.
- Teach and train leaders and workers how to establish and maintain a Bible correspondence ministry as a part of what they already do.
- Teach, train, and supervise the work of Area Coordinators who work as assistants to the Regional Director in specific areas of Eastern Europe and Central Asia.
- Coordinate Eastern European ministry efforts with other worldwide opportunities in which TMC is involved.
- Represent the Mailbox Club Int'l Inc. ministry before individuals and groups who are interested in the ministry and in supporting its worldwide program.