

Lutheran Border Concerns Ministry  
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[lbcmsd@gmail.com](mailto:lbcmsd@gmail.com)  
May 3, 2010

Dear Friends of LBCM,

You just received your April 2010 LBCM newsletter with the news of the March 7, 2010, Annual Meeting. As you hopefully read, at that meeting Manny Cruz, our Ministry Coordinator for nearly 25 years, told the LBCM members and guests that he had informed the Board of his desire to retire by October 31. We are deeply grateful to God for providing this servant leader to Lutheran Border Concerns Ministry for these many years, touching the lives of thousands of people north and south of the Mexico/United States border.

The Board has met twice since that meeting and developed a job description for Ministry Coordinator/Administrator which is included in this mailing. We hope you will help us circulate this job description to people who might lead us in the next phase of this amazing ministry.

Three members of the Board have been chosen to serve as a Selection Committee (Rev. Gloria Espeseth, Bob Hodges, and Gail Ninteman) with the full Board making the decision. If you have any questions about the position or the job description, you are welcome to contact me (Gloria) at Gethsemane Lutheran Church at 858-277-6572 or [pastorge@gethsemanesd.org](mailto:pastorge@gethsemanesd.org).

As stated on the job description, the Board's aim is to have someone in place by September 1 in order to have a two month overlap before Manny retires. He has such a wealth of knowledge and experience that he alone knows!

We are planning appreciation events for Manny's service both north and south of the border sometime in the fall. If you have any ideas about time/place, please contact me or newly elected Board Chair, Rev. Doug Jones of St. James Lutheran in Imperial Beach, at 619-424-6166 or [stjameslutheranchurch@cox.net](mailto:stjameslutheranchurch@cox.net). We would like to hear from Orange and Los Angeles County members as to whether an event in North San Diego County would make it more possible for you to attend. You may email either Pastor Jones or myself with this information.

We ask for your prayers, wisdom, insight, and help for this major change for LBCM and the people we serve in 2010. We trust that God is present and gracious and with us every step of the way.

Peace and joy in serving,

Pastor Gloria Espeseth, Search Committee,  
along with Bob Hodges, Prince of Peace Lutheran  
and Gail Ninteman, Morning Star Lutheran

Ministry Coordinator/Administrator  
Lutheran Border Concerns Ministry  
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Summary: The Ministry Coordinator/Administrator of Lutheran Border Concerns Ministry is the key staff person responsible for all parts of this organization's ministry in Mexico and the United States. Reporting to the Board of Directors, this person relates to a variety of Lutherans on both sides of the border. As new ministry opportunities arise, the Ministry Coordinator/Administrator leads the organization into new possibilities.

Duties and Responsibilities:

1. In partnership with existing Lutheran congregations and organizations in Mexico, develop spiritual, financial, material, and physical support to meet needs identified and agreed upon.
2. Develop and maintain relationships with Lutheran pastors and congregations in Southern California and throughout the United States through newsletters, face-to-face meetings, and other avenues.
3. Schedule, orient, and debrief mission teams from the United States who work in Mexico.
4. Administer all facets of non-profit corporation including legal filing requirements, payroll requirements, and bank accounts. Move money and material across the international border observing good business practices and existing laws.
5. Support leadership development of Lutheran pastors and laity in Mexico.
6. Manage office in San Diego including hiring and supervising support staff.
7. Inform the Board of changes regarding the international border and Mexico to maintain the creative edge of this ministry and make recommendation for program and/or policy adjustments due to changing realities.

Required Qualifications:

1. Proven record of administrative and communication (written and oral) skills.
2. Fluent in Spanish and English and able to work on both sides of Mexico/US border.
3. Able to work with the variety of Lutherans in the United States and Mexico.
4. Commitment to Lutheran Confessions and "missio Dei", that is, the mission of God to which all are called and for which all are gifted; member of a Lutheran congregation.

Desired Qualifications:

1. Knowledge of Mexico's laws as relates to religious organizations and of transportation of finances and material across the border.
2. Knowledge of challenges of mission relationships between affluent and poor churches and the need for sharing in both directions.
3. Knowledge of Tijuana's development, legal system, and future.

Hours, Salary, and Benefits:

This position may be full or part time with the possibility of holding another position at the same time. Salary will be commensurate with experience of person and capacity of LBCM. Vacation and other standard benefits open to negotiation.

Timeline: Resumes may be submitted via email or regular mail to the addresses above. The Board's goal is to have someone in place by September 1 in order to have a two month overlap with the retiring Ministry Coordinator/Administrator.