

Development Associate

Location: Remote / U.S.-based, with regular domestic and international travel

Status: Part-time or Full-time, depending on candidate availability

Contract Term: 2 Years (with possibility of permanent role)

Start Date: Fall/Winter 2025

Reports To: Executive Director, CHLF

Compensation: Commensurate with experience and schedule

About CHLF

Christian HolyLand Foundation (CHLF) exists to serve and strengthen the Church in the Holy Land. For over 40 years, we have partnered with faithful local believers in Israel and surrounding countries to support their ministries, develop leaders, and connect churches across borders. We believe that the mission is not a one-way street; it is an invitation to join in God's worldwide work to reconcile all things. Our goal is to help churches in the U.S. connect with Holy Land believers in mutually transformative relationships.

The Role

We're looking for a teammate with a deep love for the global Church and a passion for helping U.S. churches engage more meaningfully in God's work in the Middle East. This is a strategic, relational role; ideal for someone who can build trust, tell compelling stories, and walk faithfully with churches over time.

As a core member of our small team, you'll work closely with the Executive Director to strengthen CHLF's church support base, expand our reach, and help cultivate long-term partnerships grounded in shared mission. This role is both outward-facing and systems-minded, involving personal connection, travel, communication, and a steady hand in prospecting, follow-up and development efforts.

You will:

- Research and engage new churches aligned with our mission and values
- Deepen relationships with current supporting churches
- Represent CHLF through presentations, mission-focused sermons, conversations, and strategic storytelling
- Assist in promoting and leading missional pilgrimages to the Middle East
- Help shape and manage follow-up systems that reflect our values of Partnerships, Hospitality, Dialogue, Dignity, and Peacemaking.

This is a two-year contract position, with the opportunity to grow into a permanent role depending on performance, fit, and funding. It is a great fit for someone who is energized by goals, motivated by impact, enjoys working independently and creatively, and ready to help build something that lasts.

Who You Are

- You are meaningfully engaged in the Restoration Movement (Christian Churches, Churches of Christ) and can speak its language, values, and convictions with authenticity
- You are passionate about Christian mission, both local and global
- You've spent meaningful time in a cross-cultural context and carry that experience with humility
- You are ready to travel domestically regularly and internationally 1-2 times a year
- You've worked in or alongside churches and understand their rhythms and realities
- You're a strong communicator and a thoughtful listener
- You're energized by setting goals and seeing them through, not because of pressure, but because you believe this work matters
- You're comfortable following up, showing up, and staying faithful over time
- You can engage in conversations about divisive topics with grace and patience
- You can work independently and creatively to achieve goals

Bonus if you have

- Experience in development, donor relations, or communications
- Background in missions, theology, or ministry leadership
- Familiarity with Middle Eastern culture or the Church in the Holy Land

What We Offer

- A chance to shape the future of a growing ministry rooted in long-term relationships
- Ongoing mentorship and collaboration with experienced leaders
- A flexible role designed around your strengths and capacity
- Travel opportunities to visit the Holy Land
- A work culture grounded in trust, purpose, and shared calling
- A 2-year contract with potential to grow into a long-term leadership role

To Apply

Send your resume and a short cover letter to matt@chlf.org. Tell us why mission matters to you, how you approach fundraising, and why you could be a good fit for this role and our team. We're not looking for perfection; we're looking for drive, purpose, presence, and people skills.