



---

SENIOR MISSIONARY  
OPPORTUNITIES BULLETIN

---

Updated November 11, 2016

*Local Salt Lake City:* 801-240-6741

*Toll Free:* 800-453-3860 ext. 2-6741

*View weekly updates at:*

[www.lds.org/senioropportunities](http://www.lds.org/senioropportunities)

THE CHURCH OF  
**JESUS CHRIST**  
OF LATTER-DAY SAINTS

# TABLE OF CONTENTS

<b>GENERAL INFORMATION</b> .....	3
<b>RECOMMENDATION AND MISSIONARY VISA</b> .....	3
Missionary Recommendation .....	3
Passport and Missionary Visa .....	4
Medical Restrictions .....	4
<b>OPENINGS BY DEPARTMENT</b> .....	4
Missionary Department .....	4
Dental Care Services .....	5
Stake Young Single Adult Program .....	7
Visitors' Centers and Historic Sites .....	7
Family and Church History Headquarters Mission—Salt Lake City .....	8
Auditing Department .....	10
Brigham Young University—Hawaii .....	10
Church Education System (CES) .....	12
Church-Service Missionary Office .....	14
Family History Department .....	15
Farmland Reserve Church-Service Missionary .....	16
Information and Communication Services Department (ICS) .....	17
Military Relations .....	18
Music Department .....	18
Office of Communication Services .....	18
Office of General Counsel .....	19
Polynesian Cultural Center (PCC) .....	19
Public Affairs Department .....	21
Publishing Services Department .....	21
Recreational Properties .....	22
Security Department .....	24
Self-Reliance Services/Perpetual Education Fund .....	24
Special Projects Department .....	26
Temple Department .....	26
Temporal Affairs Department .....	27
Translation and Interpretation Team/Publishing Services Department .....	28
Welfare Services Department: Humanitarian, Bishops' Storehouses, Ranches, LDS Family Services, Education Support Services .....	29
Miscellaneous: Non-Missionary Opportunities .....	31
<b>ESTIMATED MONTHLY MISSION COSTS FOR SENIOR COUPLES</b> .....	31
<b>RECOMMENDATION INSTRUCTIONS</b> .....	33
Completing your Online Recommendation .....	33

## ATTENTION

This document contains a list of opportunities for prospective full-time senior missionaries. If you have preferences about where you would like to serve, please share them in the Online Missionary Recommendation form. However, listing preferences does not guarantee that you will be called to serve in any one of those particular assignments. Your missionary assignment will be made by the Quorum of the Twelve Apostles as directed by the Spirit, and you will be called by the President of the Church. Thank you for your willingness to serve the Lord and to utilize your talents to help build His kingdom.

### GENERAL INFORMATION

Information provided in the Senior Missionary Opportunities Bulletin relates to members living in Canada and the United States. Members in other parts of the world may use this bulletin for general ideas about missionary service opportunities and costs.

#### SENIOR MISSIONARY SERVICES, MISSIONARY DEPARTMENT

*Office hours:* Mon-Fri, 8 A.M.—5 P.M. (Mountain Time)

*Website:* [Full-time Senior Missionaries](#)

#### GENERAL QUESTIONS:

*Tel:* 801-240-6741

*Tel:* 800-453-3860 ext. 2-6741

*Email:* [SeniorMissionaryServices@ldschurch.org](mailto:SeniorMissionaryServices@ldschurch.org)

#### MISSIONARY INSURANCE QUESTIONS:

*Tel:* 801-578-5650

*Tel:* 800-777-1647 (Toll free)

*Website:* [Senior Service Medical Plan](#)

#### MEDICAL QUESTIONS:

*Tel:* 801-240-6856 or 801-240-0322

*Toll free:* 800-453-3860 ext. 2-6856 or 2-0322

#### MISSIONARY TRAINING CENTER (MTC) QUESTIONS:

*Tel:* 801-422-8634

#### TRAVEL AND VISA QUESTIONS:

*Tel:* 801-240-5111

### RECOMMENDATION AND MISSIONARY VISA

#### Missionary Recommendation

If you are thinking about serving a full-time mission, meet with your bishop to start the recommendation process. The time it takes to complete the recommendation depends on the couple's or the senior sister's ability to complete all of the recommendation requirements. Once all requirements are completed, the stake president submits the recommendation to the Missionary Department. Once submitted, it may take three to four weeks to process the recommendation before you receive your call. Some situations may delay the process (medical exams, procedures and so forth).

If you are unable to serve a full-time mission at this time, please investigate Church Service Missionary opportunities by contacting the Church Service Missionary Department at: 801-240-4914.

## Passport and Missionary Visa

Obtaining a passport does not guarantee you will serve in a foreign mission. However, if your preference is to serve in a foreign country and you indicate this on your recommendation, you may consider applying for (or renewing) a passport. The passport is the first step to acquire a missionary visa and may significantly decrease the time it takes to process your visa.

If the Twelve assign you to a foreign country, it may take two to nine months to obtain a missionary visa after you receive your mission call. The Church Travel Department will work with you to obtain your visa.

## Medical Restrictions

A medical evaluation will be made of all prospective senior missionaries. This may result in some prospective missionaries not being able to serve in some locations of the world. If your preference is to serve outside of your own country, you may want to contact a nurse in the Senior Missionary Services to discuss your medical condition. 801-240-0322.

## OPENINGS BY DEPARTMENT

### Missionary Department

Contact: Elder Dee R. Ritchie

Email: [dee.ritchie@ldschurch.org](mailto:dee.ritchie@ldschurch.org)

Contact: Elder Brent Heineken

Email: [brent.heineken@ldschurch.org](mailto:brent.heineken@ldschurch.org)

Tel: 800-453-3860 801-240-9739 or 801-240-3022

Senior missionary couples may serve in member and leader support, visitors' centers, mission offices, medical assignments, military relations, and more.

### Member and Leader Support (MLS)

Member and leader support (MLS) is the most common type of assignment for senior missionary couples called to serve under the direction of the mission president.

#### Responsibilities

- This assignment encourages couples to share the gospel, reactivate and rescue less-active members, retain new converts, strengthen young single adults, and support local leaders in struggling wards, branches, and districts.
- Couples also provide a great and lasting influence on younger missionaries serving within a mission.

Only couples may serve as member and leadership support missionaries. We have needs for member and leader support couples to serve in the USA and around the world.

## Mission Office Couples

### Qualifications

- Senior missionary couples with experience using Microsoft Word and Excel are needed to serve as office couples.

### Responsibilities

- Office assignments include secretary to the mission president, financial secretary, apartment administrators, vehicle fleet administrators, and referral secretaries. In addition, senior missionaries with office assignments may help with member and leader support (MLS) assignments in the evenings and on weekends.

### URGENT NEEDS FOR SENIOR COUPLES

The missionary assignments below are urgent needs for the Church and are hard to fill because couples must have sufficient health and funds to serve in these locations. If you are interested in being considered for these assignments, please call 801-240-6741 for more information.

LOCATION	EST. COST (USD) PER MONTH	LANGUAGE NEEDED
India New Delhi (OFC)	\$2,545	English
Botswana (OFC)	\$2,680	English
DR Congo Kinshasa (MLS)	\$3,330	French
DR Congo Lumbumbashi (OFC)	\$2,900	French
EL Salvador San Salvador West/Belize (MLS)	\$1,830	English
Sierra Leone	\$2,980	English
Vanuatu/New Caledonia (MLS)	\$3,080	French

OFC = Mission Office

MLS = Member and Leader Support

### Current Needs:

#### International

- Africa
- Eastern Europe
- Guam
- Latin America
- Micronesia
- Pacific

#### United States

- Arkansas
- Michigan
- Oregon
- Arizona
- Mississippi
- Pennsylvania
- California
- Missouri
- Texas
- Georgia
- New Mexico
- West Virginia
- Illinois
- New York
- Washington State
- Iowa
- Ohio

## Missions in the United States and Canada

All missions within the United States and Canada need senior F to serve in member and leader support as well as mission offices. Some missions can accommodate couples who want to live in their fifth-wheel trailer, travel trailer, or motor home.

## Foreign Missions

Foreign language skills are needed in many locations. Consideration of possible assignments may take into account languages previously learned as a missionary, even though some brush-up may be needed.

If you are going to a country where another language is spoken, you may participate in one-on-one language-tutoring sessions (whether or not a language is required). These sessions are available via Skype and/or in-person visits at the MTC.

You may participate in online tutoring both before entering the MTC and after arriving in the mission field. Missionaries serving in an English-speaking assignment in a foreign country may wish to learn the native language to help them share the gospel, interact with neighbors, shop, and participate in their ward or branch.

After receiving a mission call, interested seniors may request one-on-one tutoring by following the instructions included in their call packet or by e-mailing a request to [onlinetutoring@mtc.byu.edu](mailto:onlinetutoring@mtc.byu.edu).

### Current needs:

There is currently an urgent need for Spanish speaking couples.

## Health Care Professionals

**MDs and DOs**—Opportunities exist to serve as an Area Medical Advisor or Mission Medical Advisor throughout the world. Area Medical Advisors oversee and serve as a resource for medical advice for Mission Presidents and their wives in approximately 10-12 missions. Mission Medical Advisors assist in an individual mission. Serving for 18 months is generally required for these assignments. If interested, please contact:

*Contact:* Elder Gregory A. Schwitzer, M.D.

*Local Tel:* 801-240-5271

*Toll Free:* 800-453-3860 ext. 2-5271

**RNs, NPs, and PAs**—There is an immediate, urgent need for Mission Nurses/Mission Medical Advisors throughout the world. These individuals serve as a resource for one mission and assist the Mission President and Mission President's wife in managing the health of the missionaries, coordinating care, and teaching the missionaries regarding health prevention. If married, the

spouse receives a separate, complimentary assignment. Single Sisters are also very valuable in this role. If you are interested in this opportunity, please contact:

*Contact:* Christine Lake, RN

*Tel:* 801-240-7740

*Email:* [bcclake@ldschurch.org](mailto:bcclake@ldschurch.org)

**Length of service:** 18 months

**LCSWs, PhD Psychologists**—There is an ongoing need for mental health counselors to work with missionaries throughout the world. These individuals serve in an area assignment and work with missions and missionaries in that corresponding area. If you are interested in this opportunity, please contact:

*Contact:* Christian Anderson, LCSW

*Tel:* 801-240-6427

*Email:* [christian.anderson@ldschurch.org](mailto:christian.anderson@ldschurch.org)

**Length of service:** 18 months is generally required for these assignments.

## Dental Care Services

Central America Area—Guatemala City

Philippines Area—Manila

*Contact:* Elder Richard L. Call, D.M.D., M.S.,

*Tel:* 303-469-8030

*Email:* [rlc.call@gmail.com](mailto:rlc.call@gmail.com)

The Central America Area and Philippines Area needs a dentist to serve a welfare services dental mission. This mission is focused on preparing young men and women to serve full-time missions by assisting with their dental care, and by helping current full-time missionaries in areas where access to dental care is limited. In Guatemala, we also care for children ages 3–18 from orphanages throughout Guatemala City.

### Qualifications

- General dentist with clinical experience in third-molar surgery, endodontics, and restorative dentistry needed.
- General dental office management and basic computer skills required.
- Spanish-speaking for Central America, but fluency is not required.
- Current state dental license and passport required.
- Humanitarian dentistry experience with portable equipment helpful, but not required.

## Pacific Islands—Tonga and Samoa

Contact: Elder John Gerritsen, D.D.S.

Tel: 801-209-2481

Email: JohnGerritsen10@gmail.com

There is continuing need for licensed dentists to direct and provide dental services in Tonga, and Samoa (both English-speaking) dental clinics. Dental treatment is done in modern established, five-to-seven-chair clinics. Services are provided to local missionaries, prospective missionaries, needy LDS Church members, local orphanages, and others needing dental help. Rural care using portable dental units is done periodically.

**Length of Service:** 12, 18, or 23 months are available.

### Senior Sisters (age 40+)

Senior sisters (age 40+) may serve full-time missions. The Church will pay travel costs to foreign mission assignments of 18 or 23 months. Six-month assignments are not available for senior sisters. There are no humanitarian or proselyting assignments available for senior sisters.

Senior sisters are responsible for their own mission costs, which are approximately 65% of the amounts shown for couples. If insurance is needed, deduct the couple amount of \$388 and then add the single sister amount of \$194 to the cost of the mission.

Senior sisters called to serve in North America are required to take their own car except for the Family and Church History Headquarters Mission.

Most of the assignments have limited availability. Please contact the coordinators listed in this bulletin for more information about possible opportunities. **Please remember that missionary assignments are only made by members of the Twelve.**

**Length of service:** 12, 18, or 23 months.

### ASSIGNMENTS AVAILABLE

#### Church Education System (CES)—(Limited Availability)

Most CES assignments are filled by couples. Still, there are a few openings for qualified senior sisters to teach seminary and institute classes. The ability to relate to teens and young adults is critical.

#### Employment Resource Centers

Employment Resource Centers assist the unemployed and underemployed to find employment.

## Family and Church History Headquarters Mission in Salt Lake City

This mission offers opportunities for full-time senior sisters (including live-at-home). Basic computer skills are needed, and family history research experience will be helpful.

### Family History Records Preservation/Family History Support

#### Responsibilities

- Whether serving from home or abroad senior sisters gather, organize, and capture valuable genealogical records using digital camera equipment.

#### Medical

MDs, DOs, RNs, PAs, NPs, and mental health counselors are needed to serve.

#### Responsibilities

- Advise mission presidents on missionary health.

Assignments are available in Church areas worldwide. Live-at-home service is also available.

### Mission Office—(Limited Availability)

*Senior sisters may serve in the following:*

- Mission secretary
- Referrals secretary
- Finance secretary
- Communications manager
- Housing coordinator
- Travel secretary
- Materials secretary

#### Qualifications

- Basic word processing and spreadsheet experience is needed.

### Polynesian Cultural Center (PCC)—(Limited Availability)

#### Responsibilities

- Senior sisters may serve as office sisters, seamstresses, and helping with tourist shops and other responsibilities requested by the PCC.

Openings available for several positions beginning in July 2017.

### Nauvoo (Seasonal)—(Limited Availability, 2016 season already filled)

**\*Requests must be submitted in September or October for the following year.**

Senior sisters may serve in the Nauvoo Historical Site.

### Responsibilities

- Perform in live shows each evening from April to September.

### Qualifications

- Good physical health and memorization skills are required.

### Self-Reliance Services/PEF

Senior sisters are needed to serve in missions outside of the U.S. and Canada.

**Length of service:** 12, 18, or 23 months.

For more information, please see Self-Reliance Services/PEF section on page 14.

### Temple Callings—(Very Limited Availability)

#### Qualifications

- Sister missionaries with previous temple ordinance worker experience are needed in a few temples.

Please see the Temple Department section below for additional information and for a listing of temples where senior sister missionaries might serve.

### Women's Auxiliary Specialist Program—(Limited Availability)

#### Responsibilities

Under the direction of a mission president, senior sisters search for, fellowship, and rescue less-active members.

### Stake Young Single Adult Program

*Contact:* Elder Steve Walker

*Local:* 801-278-3010

*Email:* SYSAPinfo@mormon.org

Couples are needed in Europe to work with young single adults as the day-to-day coordinators of Stake Young Single Adult Programs.

#### Responsibilities

- Training and mentoring young single adults and working with them in finding, converting, reactivating, and retaining.
- Senior couples work closely with the stake president, mission president, institute coordinator, and young missionaries.

#### Qualifications

- Unless otherwise noted (\*), speaking ability in the local non-English language is not required, but it is helpful.

*Couples are needed in the following areas:*

- Alpine German speaking \*(High Priority)
- Germany Berlin\*(High Priority)
- Germany Frankfurt\*(High Priority)
- France Lyon\*
- France Paris\*
- Hungary (High Priority)
- Italy Milan\*
- Portugal Lisbon\*(High Priority)

### Visitors' Centers and Historic Sites

*Contact:* Sister Taylor

*Local:* 801-240-2489

*Email:* Judy.Taylor@ldschurch.org

Couples are needed to serve at visitors' centers and historic sites. Missionary Recommendation Forms may be submitted at any time, but for those interested in serving at one of the historic sites listed below, see the recommended application times.

#### Qualifications

Missionaries should be in good health and able to perform physically demanding activities: missionaries spend most of their six-hour shift each day standing and walking, and missionaries at historic sites repeatedly climb steep stairs and are outside in summer weather.

**Length of service:** 6, 12, 18, and 23 months, depending on the visitors' center or historic site.

### Nauvoo (Seasonal)

\*Requests must be submitted in September or October for the following year.

#### Qualifications

- Sisters must be in good health and able to perform physically demanding activities: missionaries spend most of their six-hour shift each day standing and walking, and missionaries at historic sites repeatedly climb steep stairs and are outside in summer weather.

#### Responsibilities

- Senior sisters serve in the Nauvoo historical sites. Missionaries may perform in live shows each evening from April to September.
- Missionaries will interact with guests, which includes proselyting.

## Historic Nauvoo (Couples)

Couples are currently needed to serve at Historic Nauvoo beginning in spring of 2017. If interested in serving in the 2017 season, please submit Missionary Recommendation Forms as soon as possible.

### Qualifications

- Couples must be in good health and able to perform physically demanding activities: missionaries spend most of their six-hour shift each day standing and walking, and missionaries at historic sites repeatedly climb steep stairs and are outside in summer weather.

### Responsibilities

- Couples serve in the Nauvoo historical sites. Missionaries perform in live shows each evening from April to September.
- Missionaries will interact with guests, which includes proselyting

## Historic Nauvoo (Teamsters)

Teamsters are currently needed to serve at Historic Nauvoo beginning in spring of 2017. If interested in serving in the 2017 season, please submit Missionary Recommendation Forms as soon as possible.

### Qualifications

- Experience driving teams of horses, mules, or oxen is required.
- Must be in good health and be able to perform physically demanding duties: lifting 50 lbs.; enduring outdoor weather in all seasons; and frequently climbing in and out of wagons.

### Responsibilities

- Missionaries serving as teamsters will interact with guests, which includes proselyting.

**Length of service:** 18 months.

## Cove Fort Historic Site

**\*Openings at Cove Fort Historic Site have been filled for 2016 season.**

Missionary Recommendation Forms for the 2017 season may be submitted beginning in August 2016 and will be considered until all positions are filled. It is encouraged that recommendations forms be submitted earlier rather than later.

### Requirements:

Require couples to bring an RV. There is limited housing available for couples assigned to 12 month missions.

**Length of service:** Most assignments are for six months. Service begins in the spring.

## Mormon Handcart Historic Sites

Couples are currently needed to serve at Mormon Handcart Historic Sites beginning in spring of 2017. These assignments are for six months. If interested in serving in the 2017 season please submit Missionary Recommendation Forms as soon as possible. Almost all couples are required to bring an R.V. because housing is very limited. Missionaries should be in good health and able to perform physically demanding activities. Missionaries will spend most of their six-hour shift each day outside and assisting with trekking activities, which include walking more than three miles a day on historic trails.

## Family and Church History Headquarters Mission—Salt Lake City

*Contact:* Elder Ted Hodges

*Local:* 801-240-5892

*Toll Free:* 800-453-3860 ext. 2-5892

*Email:* ted.hodges@familysearch.org

Come help us hasten the work of preparing a worthy record of our families and of the Lord's Church in this dispensation! We urgently need full-time senior missionary couples and single sisters (age 40 and above), including those living nearby, to come and join the more than 1000 senior missionaries now serving in this unique Mission, here at the Salt Lake Temple Square Campus. This beautiful campus includes the Family History Library, the Church History Library, the Church History Museum, the Joseph Smith Memorial Building and the Church Office Building.

### Responsibilities

- Assist staff and guests of the Family History Department with research, hosting, records corrections and Family Tree and FamilySearch training.
- Assist staff and guests of the Church History Department,
- Working to preserve and expand Church historical collections and making them available to Church members and guests.
- A few of our senior missionaries are assigned to support the efforts of the Missionary and other Church Headquarters Departments.

### Qualifications

- Your life and Church experiences will qualify you for the work.
- Navigation skills on the computer. Since Church



History and Family History are increasingly accomplished through technology, and our missionaries frequently use, or help guests use, computers. You don't have to be a computer expert to serve here. We provide the training while helping you research your own family tree.

Housing for our away-from-home missionaries is located within a few blocks of Temple Square. Both away-from-home and live-at-home missionaries attend and participate in two special missionary-only Church branches, forming many new friendships. The Mission also maintains a free medical clinic, staffed by doctors and nurses, for our Full Time Live Away From Home senior missionaries. Serving here is truly a spiritual feast, with frequent opportunities to attend 10 local Temples, research your own family history and enjoy special Church events on Temple Square and at the Conference Center.

Miracles happen here every day—witness lives change as you help guests discover their ancestors and Church heritage. Come be a part of it! If you think you might enjoy full-time missionary service here, please contact Elder Hodges, our Mission Executive Secretary, before you submit your missionary recommendation.

If you are unable to serve a full-time mission at this time, please investigate Church Service Missionary opportunities in our Mission by contacting our Church Service Missionary Coordinator at: 801-240-7803.

**Length of service:** 12, 18, and 23-month opportunities for full-time senior missionaries and full-time live-at-home missionaries.

#### **ADDITIONAL CURRENT NEEDS:**

The Church History Department is seeking qualified full-time senior missionaries for the following Church History Library Special Projects positions:

### History

#### **Responsibilities**

- Assist with preparing articles and other publications.

#### **Qualifications**

- Requires training in historical research and writing.
- Knowledge of Latter-day Saint or American history, historical documents and the Church History Library indexes is desired.

### Archive/Library

#### **Responsibilities**

- Assist with the preservation of documents and

other information, particularly for help with the Joseph Smith Papers.

#### **Qualifications**

- Requires training in archival activities, including paper and digital conservation, preservation, organization and control.

### Genealogy

#### **Responsibilities**

- Assist with preparing biographical information on Mormon pioneer immigrants with Scandinavian roots.
- Assist with preparation of biographical information to support Church publications and databases.
- Assist with preparation of biographical information to support Church publications and databases.

#### **Qualifications**

- Requires genealogist certification, with background in Scandinavian research and patronymics.
- Requires genealogist certification, with some background in LDS historical sources on early Church members.
- Requires strong genealogy background and experience and familiarity with research standards, to prepare genealogical and biographical data on persons in LDS Church history.

### Asset Tracking

#### **Responsibilities**

- Assist, using asset management software, the tracking of computers, other expensive equipment, and software licenses, plus tracking and authorizing computer cascades (upgrades).

#### **Qualifications**

- Requires computer skills, familiarity with asset management software, and ability to identify financially significant issues.

### Technology

#### **Responsibilities**

- Assist in preparation and ingestion of digital files into various access and preservation repositories.

#### **Qualifications**

- Requires strong technology background and experience with use of systems to complement business processes.

## Auditing Department

*Contact:* Cal Simmons

*Local:* 801-240-5360

*Toll Free:* 800-453-3860 ext. 2-5360

*Email:* csimmons@ldschurch.org

Full-time missionary senior couples are needed to serve as area auditors and assistant area auditors in many countries outside the US and Canada.

Each area of the Church has an area audit committee, chaired by a member of the Area Presidency. Area auditors are called as committee members. Assistant area auditors, who report to the area auditor, are called to serve in each coordinating council within every area of the Church. Financial expertise based on employment, Church leadership, or other experience is desirable. Basic computer skills are necessary. The Church Auditing Department will train missionary couples for these assignments.

The Area Audit Committee's purpose is to:

*Safeguard and ensure appropriate use of sacred Church funds.  
Strengthen and protect priesthood leaders and Church members.*

### Qualifications

- Individuals who are familiar with and have served in Church leadership callings are well suited to serve as area auditors and assistant area auditors.

### Area Auditors

We are now in high need of an area auditor couple in the South America Northwest Area. They will live in Lima, Peru but travel throughout the northwest part of South America. Either the husband or both must speak Spanish.

We are also in high need of an area auditor couple in the Africa West Area. They will live in Accra, Ghana but travel throughout the Area. English is the national language for Ghana and many countries in Africa West. No other language skills are needed.

### Responsibilities

- Train and supervise assistant area auditors.
- Help ensure that Church financial and auditing policies are implemented throughout the area.
- Train local priesthood leaders, audit committees, clerks, and stake auditors, when needed.

**Length of service:** 23 months

## Assistant Area Auditors

### Responsibilities

- Train stake, mission, district, ward, and branch priesthood leaders; audit committees; clerks and auditors regarding their responsibilities for sacred Church funds.
- Assist in the review of and follow-up on stake, district, ward, and branch audits performed by stake, mission, and district auditors.
- Assist, where needed, in performing audits and in training local members how to do the audits.

**Length of service:** minimum of 18 months

## Brigham Young University—Hawaii

### Home Health & Visiting Nurse Educator

*Contact:* Lena Tyau R.N

*Email:* healthcenter@byuh.edu

### Responsibilities

- Compiles a monthly list of expectant mothers, due dates, and accurate contact information.
- Develops and maintains a supply of checklists charting forms. Also maintain visual aids and handouts used for the educational topics covered.
- Prepares a monthly statistical report.
- Accepts referrals from the clinic, and other associated care coordinators, assesses the problems and reports findings. Helps refer and arrange doctor's appointments if needed.
- Establishes a trusting & supportive relationship with new mothers and sometimes fathers
- Accepts invitations to do presentations & lectures on topics of interest related to the nurse's competency.
- Assists at the Student Health clinic by doing T.B. tests, immunizations & simple lab tests required before registration to classes is allowed

### Qualifications

- Hawaiian state professional license to practice as an licensed practical nurse or registered nurse.
- Associates degree (3year) or bachelor of science degree in nursing.
- Experience in pediatrics, obstetrics, hospital or office nursing and related fields will be helpful.

**Requested Starting Date:** March 1, 2017

**Length of service:** 12 to 18 months

## Internal Audit Mentor

*Contact:* Chris Beard

*Email:* christopher.beard@byuh.edu

*Department:* Office of Compliance and Internal Audit Services

BYU–Hawaii is dedicated to maintaining proper internal controls in its financial processes and other operations. The University is likewise committed to compliance with federal, state, and local regulations. Currently of Office of Compliance and Auditing is staffed by a full-time director and a staff of five to six student auditors.

### Responsibilities

- Provide direct oversight, instruction and mentoring to the student auditors.
- Help student audit teams to ensure that risks are properly identified and evaluated, that audits are properly planned and executed, and that results are thoroughly documented and reported as appropriate.
- Assist the director in performing more complex operational audits.

### Qualifications

- Must have career-based work experience in audit and assurance services either with a public accounting firm, governmental agency, or in private industry internal audit.
- A missionary with a CPA or CIA designation is preferred but not required.
- Proficiency with Microsoft Office, internet use and email.

Missionary will be trained in the use of TeamMate audit management software and other audit management software tools.

**Number of work hours/week:** 40 hours/week

**Length of service:** 18 to 23 months

## Licensed Clinical Counselor

*Contact:* Leilani Auna

*Tel:* 808-675-3518/3999

*Email:* leilani.auna@byuh.edu

### Responsibilities

- Conducts therapeutic interviews to assist individual in gaining insight into personal problems, defining goals, and creating a plan of action reflecting interests, abilities, and needs;

- Conducts quality educational and preventative workshops to student groups and groups comprised of family members of students;
- Uses, interprets and incorporates data to assess the quality of service rendered, and the reliability and validity of treatment used;
- Identifies and resolves problem in a timely manner and works well in group problem solving situation;
- Selects and collects data about clients through interviews, case history, psychological tests (as appropriated to their licensure and experience) and/or observation techniques;
- Evaluates data to identify causes of problems and determines proper therapeutic approach/treatment plan or referral to other specialists or services;
- Follows up results of counseling to determine reliability and validity of treatments and engages in research to develop and improve diagnostic and counseling techniques.
- Assess for suicidality
- 30% Outreach Programs on campus (on campus and with the YSA and married student wards and stakes)
- Participates in, organizes and evaluates Outreach Programs individually and with other staff members. The goal is to increase knowledge of identified topics/issues and increased the use of services to students.
- Supervise and manage undergraduate and graduate students as assigned by the Director of Counseling and Disability Services
- Group work
- Performs other tasks as assigned

### Qualifications

- Master's or Doctoral degree in Social Work, Psychology, Counseling, Marriage & Family Therapy or related field of study is required. A minimum of five (5) years practical experience as a licensed Mental Health Clinician.
- License: A current clinical license in the individual's professional discipline and eligibility for licensure in Hawaii is required. A commitment to licensure in the state of Hawaii within one year and maintenance of the licensure is also required. The discipline could include Licensed Clinical Social Worker, Licensed Psychologist, Licensed Professional Counselor, or Licensed Marriage and Family Therapist.

- Excellent interpersonal skills as well as oral and written communication, sound and accurate judgement. Knowledge and experience with MS Word, Excel, PowerPoint and Outlook desirable.
- Fluency in a second language is also desirable.
- Must be motivated, organized and willing to take initiative.
- Have an understanding of mental health in a rural setting and have worked with a diverse culture is also desirable.
- Is ethical and professional in their interactions. Upholds values and mission of the university.

**Length of service:** 23 months

### Residential Coordinators

Contact: Brandyn Akana

Email: akanab@byuh.edu

Tel: 808-675-4921

The BYU–Hawaii Residential Life Department is seeking a missionary couple to serve in the capacity of On-campus Residential Coordinators. This couple will live in an apartment within student housing and be responsible to educate, train, and develop students to live in a complex multi-cultural environment.

#### Qualifications:

We are seeking missionaries with professional experiences in the following areas: Residential Life, Housing, High School Administration, University Student Life, Counseling, Psychology, Social Work etc.

#### Responsibilities

- Provide a safe and living environment.
- Ensure a clean living environment.
- Build communities which foster respect between residents of different cultures and backgrounds.
- Invite residents to follow the Savior’s example by living a virtuous life by honoring the Honor Code.
- Assist in preparing residents for future leadership in their homes, communities and professions.

**Desired Starting Date:** March, 2017

**Length of service:** 23 months

### Student Development & Leadership Coordinators

Contact: Alison Whiting

Email: alison.whiting@byuh.edu

Tel: 808-779-8035

### Responsibilities

- Research and provide programming in existing and potential areas of leadership development for students.
- Coordinate one or more areas of the department (i.e. leadership, events, information centers, etc.), as needed, including planning, programming and assessment.
- Supervise student employee(s).
- Work with entities on campus to coordinate programs.
- Complete office tasks and logistics associated with responsibilities above.

### Qualifications

- Excellent communication, reporting, and presentation skills.
- Think strategically, be highly organized.
- Proficiency with technology, including Microsoft Office (Word, PowerPoint, and Excel) and online programs.
- Desire to serve students and help them in their development.
- Experience with employee or student development and training would be highly preferred.
- Student Life/Student Affairs experience highly preferred
- Must be team focused and able to counsel together/ take direction

**Requested starting date:** November 2016

**Length of service:** 18 or more months

### Church Education System (CES)

*Coordinators:* Elder Kendall Ayres

and Sister Anna Ayres

*Local:* 801-240-6247

*Toll Free:* 800-453-3860 ext. 2-6247

*Email:* si-missionaries@ldschurch.org

### Responsibilities

- Teach classes to young adults.
- Work with local leaders to find and enroll seminary- and institute students.
- Help select and train volunteer seminary and institute teachers.
- Qualifications
- The ability to relate to young adults is critical.

- S&I means “Seminary and Institute”. You do not have to have been a former S&I employee to serve.

## Current Needs:

### United States

- Akron, Ohio S&I
- Bloomington, Indiana S&I
- Denton, Texas S&I
- Edmond, Oklahoma S&I
- Laredo, Texas S&I
- Thatcher, Arizona Gila Valley Institute S&I
- West Lafayette, Indiana S&I

### International

- Asia North, Micronesia Guam S&I
- Africa Southeast, Beira, Mozambique S&I
- Africa, Southeast, Blantyre, Malawi S&I
- Africa Southeast, Harare, Zimbabwe S&I
- Canada, Montreal, Quebec
- Caribbean, Guyana, West Indies S&I
- Pacific, Hamilton, NZ S&I
- Pacific, Majuro, Marshall Islands S&I
- Pacific, BYU Hawaii Internal Audit Mentor
- Pacific, Pape’ete French Polynesia Ed. Spec.
- Pacific, Tarawa, Kiribati ITEP
- Pacific, Tarawa, Kiribati TVET
- Pacific, Tarawa, Kiribati Education Specialist
- Pacific, Vanuatu, Port Vila Education Specialist
- Pacific, PNG Lae, Educ. Specialist—(Pa Pua New Guinea)
- Pacific, Savai’i, Samoa, Educ. Specialist
- Pacific, American Samoa, Educ. Specialist
- Pacific, Vava’u, Tonga Education Specialist
- Pacific, Nuku’alofa, Tonga—Education Specialist
- Europe East, Ukraine, Chemivtsi, L’Viv S&I
- Europe East, Ufa, Yekaterinburg Mission S & I
- Europe East, Yakaterinburg, Yakaterinburg Mission S&I
- Europe East, Omsk—Novosibirsk Mission S&I
- Europe East, Novosibirsk, Novosibirsk S & I
- Europe East, Russia, St. Petersburg S&I
- Europe East, Russia, Ulan-Ude, Vladivostok, Irkutsk S & I

- Europe East, Russia, Krasnoyarsk, Novosibirsk Mission S & I
- Europe East, Almaty, Kazakhstan S&I
- Europe East, Perm, Yekaterinburg Mission S & I
- Europe East, Artyom, Vladivostok Mission, Russia S&I
- Europe East, Krasnodor—Rostov Mission S&I
- Europe East, Varna—Bulgaria Sofia Mission S&I

For more detailed information, see [lds.org/si](http://lds.org/si), or send an email to: [si-missionaries@ldschurch.org](mailto:si-missionaries@ldschurch.org) or call 800-453-3860, ext. 2-6247.

### International Teacher Education Program (ITEP)

Elder and Sister Henderson

*Tel:* 011-64-21-750-801

*Email:* [james.henderson@ldschurch.org](mailto:james.henderson@ldschurch.org)

This mission is well suited for career educators who are in excellent health. The assignment serves Church elementary and high schools in one of four countries—Fiji, Kiribati, Samoa, or Tonga by helping teachers improve their administrative and teaching skills.

One of the couple needs to have an advanced degree in secular education along with administrative experience and will serve as a BYU–Hawaii adjunct instructor, teaching courses towards a CES Teaching Certificate and a degree. The missionaries also facilitate distance education courses that lead to counseling and administrative certificates, and help the school principal with other teacher in-service as requested.

### International Teacher Education Program— Technical and Vocational Education and Training (ITEP-TVET)

*Contact:* Elder and Sister Henderson

*Tel:* 011-64-21-750-801

*Email:* [james.henderson@ldschurch.org](mailto:james.henderson@ldschurch.org)

### Qualifications

- Must be in excellent health.
- At least one of the couple should have a career and technical education background and be skilled in TVET.
- Skills in the following trades areas are particularly needed: agriculture, automotive, carpentry (construction), computer aided drafting, electrical, welding and fabrication.

## Responsibilities

- Help teachers improve their administrative and teaching skills.
- Their role includes observing classrooms, providing professional development, mentoring and training teachers, providing expertise and support to improve school TVET programs, and raise student achievement in TVET departments.
- Serve as consultants for administrators and school leadership teams to help accomplish Pacific Area initiatives and targets.
- Increase teacher capacity and build and maintain relationships with local technical institutions in the Pacific islands who would receive LDS graduates.
- Work with the Area TVET Manager of Pacific Church Schools, the IIEP Area Coordinators, and the school principal and TVET staff.

The assignment serves Church high schools in one of four countries—Fiji, Kiribati, Samoa, or Tonga.

## Records Preservation Center Missionaries, Asia North Area, Seoul, Korea; Japan

*Contact:* Jared Feller

*Tel:* 801-240-3582

*Email:* jared.feller@ldschurch.org

The Church History Department has a satellite Records Preservation Centers in Seoul, Korea and Tokyo, Japan, where records are stored, oral histories are recorded, General Authorities and local Church members are helped with their Church history questions.

We are looking for two full-time couples to help run the Church History Centers and to be involved in documenting Church history in Korea or Japan.

## Responsibilities

- Acquire and process records containing Church history.
- Record and process oral histories with Korean pioneers and Church leaders.
- Train those called to serve as Country Church History Advisers (some travel through the area may be required).
- Support the Area Church History Adviser in administrative and secretarial functions.
- Run the operations of the Church History Department's Records Preservation Center (i.e. the archives in Seoul and Tokyo).

## Qualifications

- Some advanced education beyond high school is required.
- Experience managing operations.
- Ability to resolve difficult issues in a professional manner, to perceive and analyze situations accurately, to meet objectives under strict deadlines, and to thrive in collaborative situations.
- Significant Church leadership service applies.
- Demonstrated ability to train and mentor individuals and small groups.
- Demonstrated ability to work well with Church leaders and Church members. Ability to represent in a professional manner the Church History Department. Experience in customer or executive support is strongly preferred.
- Demonstrated ability to formulate, implement, and follow plans that align with a provided vision of the work.
- Strong oral and written communication skills in English and Korean or Japanese.
- Ability to work with computers and technology: Word processing, e-mail, video conferencing, presentations, etc.
- Broad understanding of Church history is desired.

Training will be provided at the Church History Library prior to departure. Additional training will be offered in Seoul.

**Length of service:** 18 months

## Church-Service Missionary Office

### Church Office Building – Salt Lake City

Contact: David Williams

Email: davidlloyd.williams@ldschurch.org

Phone: 801 240-3008 (office) 385 321-1505 (cell)

A full-time missionary couple is needed in the Church-Service Missionary Office at Church headquarters. The Church-Service Missionary Office is staffed primarily by missionaries. This office assists in the administration of the global Church-Service Missionary (CSM) program.

## Responsibilities

### Brother

- Serve as part of the CSM leadership team

- Develop CSM training programs
- Conduct training on-site and via phone and WebEx
- Update and oversee the CSM Portal content

#### Sister

- Serve as part of the CSM leadership team
- Act as Administrative Assistant to the CSM Office-Manager
- Perform general office duties for CSM Office staff
- Respond to written and phone questions and inquiries, including from the general public and from senior priesthood/Church administration leadership

#### Qualifications

##### Brother

- Training and writing skills
- Leadership experience
- Ecclesiastical leadership experience is helpful
- Intermediate knowledge of Microsoft Office programs (Word, Excel, PowerPoint, Outlook, etc.)

##### Sister

- Good phone etiquette
- Office administration and organization capability
- Intermediate knowledge of Microsoft Office programs (Word, Excel, PowerPoint, Outlook, etc.)

**Length of Service:** 23 months preferred

## Family History Department

### Family History Area Missionary

*Contact:* Sister Launa Herrmann, Coordinator

*Local:* 801-706-1581

*Toll free:* 855-346-4774

*Email:* herrmannlh@ldschurch.org

*Website:* [Family History Opportunities](#)

#### Responsibilities

- Help others by teaching families how to have family history conversations in their own homes.
- Work with other Family History staff in various assignments, and will support family history consultants and others who have family history callings in person, via the Internet, and by using specific computer programs.

#### Qualifications

- Teaching experience
- Good interpersonal skills

- Self-motivated
- Creative
- Basic computer skills, experience using FamilySearch programs such as Family Tree, and indexing.

#### Current needs:

- Brazil, Sao Paulo West (Portuguese)\*\*
- East Malaysia Borneo Island Singapore\*
- Haiti (Citizen only)
- Indonesia Jakarta\*
- Korea (Korean native)\*\*

\**Language would be helpful* \*\**Language required*

Training will be provided.

**Type of call:** Full-time—international

**Length of service:** 18–23 months (full-time, live at-home couples are encouraged).

### Family History Center Specialist/Family Search Area Library

*Contact:* Sister Launa Herrmann, Coordinator

*Local:* 801-706-1581

*Toll free:* 855-346-4774

*Email:* herrmannlh@ldschurch.org

*Website:* [Family History Opportunities](#)

#### Responsibilities

- Help patrons identify their ancestors and submit names for temple ordinances.
- Support family history consultants and others who have family history callings.

#### Qualifications

- Basic computer skills
- People and customer service oriented,
- Enthusiastic about family history, familiar with FamilySearch products, ability to learn new programs and adapt to changing environments. Training will be provided.

#### Current needs:

- California, Los Angeles

**Type of call:** Full-time.

**Length of service:** In the U.S.; 6–23 months. International; 18–23 months

Please let the representative know that you are inquiring about the role in which Sister Launa Herrmann or Alicia Smith coordinate and that you'd like to serve as a full-

time “Area” Family History Center/Family Search Area Library Support Missionary

Any questions call Sister Herrmann 801-706-1581

## Family History Records Preservation

*Contact:* Alicia Smith

*Local:* 801-240-2885

*Toll Free:* 800-453-3860 ext. 2-2885

*Email:* alicia.smith@familysearch.org

Whether you serve while living in your home or abroad, as a records preservation missionary you can be instrumental in linking families together forever. These priceless historical documents contain the stories of our ancestors. As a result of missionary efforts, records are made available to find ancestors, link families, and provide saving temple ordinances.

### Responsibilities

- Serve in archives, churches, and government offices, capturing genealogically valuable records on digital camera equipment.

### Qualifications

Basic computer skills, self-motivated, enthusiastic about family history, ability to learn new programs and adapt to changing environments. Training will be provided.

**Type of call:** Full-time.

**Length of service:** 18–23 months for international calls (full-time live at home missionaries are encouraged), 12–23 months for domestic calls.

### Current needs:

- Arizona, Mesa
- Brazil, Rio de Janeiro\*
- Brazil, Sao Paulo\*
- California, Anaheim
- Canada, Montreal
- Chile, Vina del Mar\*
- Colombia, Bogota North\*
- Denmark, Copenhagen
- Dominican Republic, Santo Domingo
- Florida, Jacksonville
- Germany, Frankfurt\*\*\*
- Germany, Frankfurt\*
- Idaho, Pocatello
- Illinois, Chicago West
- Indiana, Indianapolis
- Iowa, Des Moines
- Kansas, Wichita
- Maryland, Baltimore
- Massachusetts Boston
- Missouri, Saint Louis
- New Mexico, Albuquerque
- New York, New York South
- North Dakota, Bismarck
- Ohio, Cincinnati
- Pennsylvania, Philadelphia
- Utah, Orem
- Utah, Saint George
- Utah, Salt Lake City South

\* Language Required

\*\*Must be of native or island descent

\*\*\*Computer/Technical skills required (English only, OK)

## Marketing Operations Specialist

*Contact:* Alicia Smith

*Local:* 801-240-2885

*Toll Free:* 800-453-3860 ext. 2-2885

*Email:* alicia.smith@familysearch.org

A couple or senior sisters are needed to serve as Marketing Operations Specialists in Member Outreach Support.

### Qualifications

- Church Leadership experience (bishopric, stake presidency, Relief Society presidency, etc.) will be very helpful.
- Basic computer skills, including the ability to use (or learn to use) MS Word, Excel, email (Outlook), and mailing lists.
- The ability to work independently.
- Excellent written communication skills.
- The ability to work with many different personality types.

For other opportunities to serve in family history, visit the Family and Church History Headquarters Mission on page 5.

## Farmland Reserve Church-Service Missionary

*Contact:* Elder Richard Hynes and Sister Marcia Hynes

*Local:* 801-715-9160 or (cell) 321-298-4892

*Email:* rhynes@fri-slc.com

Farmland Reserve is part of the multi-corporate, international agricultural management company charged with managing the Church’s agricultural investments.

### Responsibilities

- Building and maintenance specialists
- Heavy equipment operation on our farms and ranches throughout the world.
- Sisters can work with their husbands in building and maintenance or serve in the local community and participate in humanitarian aid projects.

### Qualifications

- Individuals must be in good health and able to perform the needed manual labor.

These missions are typically full-time living away from



home, but also include a few live at home opportunities. The length of service is optional, from 3 to 23 months depending on the assignment.

**NOTE:**

Couples serving with Farmland Reserve are called as Agricultural Church-Service Missionaries. They receive a full-time mission call from the Presiding Bishopric of the Church. Their Missionary Recommendation Forms are submitted directly to Farmland Reserves Mission Directors.

### Housing and Maintenance/DIY Couple—

#### Immediate Need

**Location:** Deseret Cattle Feeders, Garden City, KS

**Qualifications**

- Elders with skills in the areas of construction, maintenance, painting, carpentry, plumbing and electrical work for remodels of ranch housing.
- Sisters are to assist their husbands with all projects.

Couple must have RV or trailer for housing.

**Length of Service:** 7 to 12 months

#### February 1, 2017

**Location:** Sooner Cattle Co., Pawhuska, OK

**Qualifications**

- Elders with skills in the areas of construction, maintenance, painting, carpentry, plumbing and electrical work for remodels of ranch housing.
- Sisters are to assist their husbands with all projects. Couple must have RV or Trailer for housing.

**Length of Service:** 12 to 23 months

#### February 21, 2017

**Location:** Triangle Ranch, Paducah, TX

**Qualifications**

- Elders with skills in the areas of construction, maintenance, painting, carpentry, plumbing and electrical work for remodels of ranch housing.
- Sisters may assist their husbands with all projects or tutor reading in local school and/or work on humanitarian projects.

**Length of service:** 12 to 18 months

### Handyman/DIY expert

**Location:** Various locations

### Qualifications

- Elders with skills in the areas of construction, heavy equipment operations, maintenance, painting, carpentry, plumbing and electrical work are needed.
- Sisters are welcome to assist their husbands if capable, or may wish to engage in community service and humanitarian aid projects that make better use of their talents, experience, skills and hobbies.

**Length of Service:** 6, 12, 18, or 23 months

## Information and Communication Services Department (ICS)

*Coordinators:* Anna Butler

*Local:* 801-240-6226

*Website:* [Area Technology Specialist](#)

*Email:* [ats@ldschurch.org](mailto:ats@ldschurch.org)

### Area Technology Specialist (ATS)

Area Technology Specialists (ATS) assist areas to hasten the work of salvation. They enable stakes and districts to become more technologically self-reliant and more able to administer the church, and to distribute the words of both general and local leaders to their members.

Area Technology Specialists serve under the direction of the Area ICS Manager to support meetinghouse technology. They assist the area in becoming self-reliant in their use of meetinghouse technology. Area needs vary across the Church and specific assignments may vary from area to area.

### Potential Openings

- Apia, Samoa (English)
- Frankfurt, Germany (English/German helpful)
- Ghana, Africa West (English)
- Guatemala City, Guatemala (Spanish/English)
- Johannesburg, South Africa (English)
- Lima, Peru (Spanish/English)
- Manila, Philippines (English)
- Nuku'alofa, Tonga (English)
- Santo Domingo, Dominican Republic (Spanish/English)
- Sao Paulo, Brazil (Portuguese/English)
- Suva, Fiji (English)

### Qualifications

- Required experience includes skill with computers, printers, copiers, scanners, wired and wireless

networks, the Internet, and audiovisual equipment.

- Must have excellent oral and written communication skills, problem-solving skills, and ability to work with others.

### Responsibilities

- Both husband and wife may serve as area technology specialists together, or one spouse can serve as an ATS and the other can have another assignment based in the same location.

**Length of Service:** 18 to 24 months

## Military Relations

*Coordinators:* Elder Roland D Griffith Sr and Sister Cathy L. Griffith

*Local:* 801-240-5120

*Toll Free:* 800-453-3860 ext. 2-5120

*Email:* [griffithrd@ldschurch.org](mailto:griffithrd@ldschurch.org)

*Website:* [Military Relations](#)

**Overview:** Retired Military Couples are needed to serve at military bases throughout the world. There are three categories that comprise the needs of Military Relations: 1) basic and advanced military training locations; 2) military academies 3) operational units in the US and overseas.

### Qualifications

- A desire to serve the Lord and service members serving in operational units scattered around the world.
- Your life of military service and Church experiences will qualify you for the work
- Must be motivated, organized and willing to take initiative
- The ideal missionaries will have a passion for “Ammon like” service.
- Missionaries need to have basic computer skills (Word, Excel, etc.).

### Responsibilities

- Activation and retention of LDS members attending basic and advanced military training, strengthening and encouraging military families, especially families of deployed service members.
- Teach gospel based resiliency classes to strengthen families
- Organize family home evening programs for single service members, new converts and families of deployed service members

- Build bridges of understanding with military chaplains, commanders and the base community, including community service through volunteer work with service organizations that focus on military members and their families.
- Serve as group leaders for an addiction recovery program class.
- Support the mission president through positive role model examples to younger missionaries while attending district/zone meetings Couples provide a great and lasting influence on younger missionaries serving within a mission.
- Proselyting is not allowed on military bases. While not a requirement for serving, a retired military ID is very important to gain access to military bases.

### Current critical needs:

LOCATIONS	MTC	COST
Ft Gordon, GA	30 Jan 2017	\$2,450
Ft Belvoir, VA	30 Jan 2017	\$3,000
Camp Lejeune NC	3 Apr 2017	\$1,925

## Music Department

*Contact:* Steve Schank

*Local:* 801-240-7140

*Toll Free:* 800-453-3860 ext. 2-7140

*Email:* [schanksp@ldschurch.org](mailto:schanksp@ldschurch.org)

Single sisters or couple missionaries are needed to teach basic music skills, such as conducting and playing the piano. Missionaries generally teach these skills part-time in addition to their main assignment. In some foreign missions, language skills are helpful but not required.

## Office of Communication Services

*Contact:* Courtney J. Lassetter

*Local:* 801-240-3667 ext. 2-3667

*Email:* [classetter@ldschurch.org](mailto:classetter@ldschurch.org)

## International Digital Communications Specialist

The Office of International Digital Communication needs missionary couples or senior sister missionaries to serve full-time as digital communication coordinators in Area Offices.

### Responsibilities

- Work with the Area Communication Committee to assist the Area Presidency in creating and implementing the Area Digital Communication Plan which includes work with country websites, social media, and digital content development.

- Train and coordinate the work of digital communication volunteers in stakes and missions throughout the area to set up and maintain area social media sites.
- Support the setup and maintenance of country websites.
- Support mission requests and accept other assignments from the Area Communication Committee or Area Presidency as needed.

### Qualifications

- Candidates with a background in communications, marketing, media production, graphic design, social media or other digital communications experience will have an advantage.
- Technical and programming skills are not required but will be helpful.
- The couple should be capable administrators who can both plan and implement.
- We are seeking missionaries who are friendly, disciplined, persuasive, and able to manage detail.

They will have the support of a small staff in the Office of Communication Services in Salt Lake City as well as other members of the Area Communication Committee.

### Areas:

- Mexico
- Central America
- South America Northwest
- South America South
- Caribbean, Brazil
- Africa West
- Africa Southeast
- Asia, Asia North
- Pacific, Philippines
- Europe
- Europe East

**Length of service:** 18 to 24 months

## Office of General Counsel

*Contact:* William F. Atkin, Associate General Counsel

*Local:* 801-240-6234

*Toll Free:* 800-453-3860 ext. 2-6234

*Email:* AtkinWF@ldschurch.org

## Associate Area Legal Counsel

Retired attorneys are needed to serve as Associate Area Legal Counsel to assist the Area Legal Counsel with Church legal matters in various countries. Their spouse will have a missionary assignment in the Area Office where the Associate Legal Counsel is assigned.

### Current Needs:

- Spanish-speaking Associate Area Legal Counsel exist

in Santo Domingo, Dominican Republic

- Guatemala City, Guatemala
- Lima, Peru
- Mexico City, Mexico.
- Portuguese-speaking Associate Area Legal Counsel in Sao Paulo, Brazil.

## Polynesian Cultural Center (PCC)

*Contact:* John Muaina

*Tel:* 808-293-3773

or Elder Robert Woods

*Tel:* 801-592-0095

*Email:* woodsr@polynesia.com

## Nursery Worker

A senior missionary couple is needed to manage the 7-acre Polynesian Cultural Center Nursery.

### Qualifications

- General knowledge of trees, shrubs, and flowers and how to plant, cultivate, and care for them. Knowledge of tropical trees, shrubs, and flowers.
- Ability to use hand tools such as shovels, rakes, clippers, leaf blowers, etc.
- Ability to operate small tractors and attachments as well as other small equipment.
- Should know the proper use of fertilizers and insecticides.
- Ability to plan for, install, repair, and maintain various types of irrigation sprinkler systems.
- Knowledge of and hands-on experience with bee keeping is desired but not required.
- Good health and ability to work outside in hot and humid conditions required.
- Ability to perform light to moderate manual labor such as lifting plants, containers, bags of fertilizer or mulch, etc. weighing up to 50 pounds.
- Must be able to work effectively with a variety of cultures and non-native English speakers.
- **Responsibilities**
- Plant and maintain various trees, flowers, and vegetables; harvest items such as bananas and coconuts;
- Perform maintenance at the nursery.
- May also give tours to guests and/or schools groups wishing to tour the nursery.
- Assist in one of the BYU-Hawaii on-campus wards.

Position reports to and coordinates with the Director of Facilities Maintenance.

**Length of service:** 12 to 23 months.

**Need by April 2017**

### Painter—Needed As Soon As Possible

A senior missionary with experience in painting is needed to properly maintain the interior and exterior of Polynesian Cultural Center (PCC) buildings. Training will be provided for forklifts, high-lifts, and other heavy equipment operation.

#### Qualifications

- Ten plus years professional experience painting commercial and/or residential buildings.
- Ability to correctly use primers and undercoatings, paints and stains, and related materials to a variety of surfaces. Must know correct preparation techniques (including pressure washing, sanding, brushing, chemical stripper, sand blasting, burning, scraping, etc.); correct application methods (rolling, brushing, spraying, etc.); and proper use and disposal of paints, stains, preparatory and undercoating materials, and other hazardous materials. Ability to produce faux finishes desired.
- Ability to prepare wall and ceiling surfaces for paint performing duties such as patching, taping, mudding, sanding, and plastering using sanders, wire brushes, wire wheels, grinding wheels, sanding disks, etc.)
- Ability to hang wall coverings helpful.
- Ability to match and mix paints and coatings to produce colored product to match existing colors.
- Ability to produce signs including background and layout helpful.
- Ability to work from ladders, scaffolds, and mechanical lifts for extended periods of time.
- Knowledge of all safety procedures to ensure proper operation and use of painting equipment (compressors, striping machines, sandblasters, spray equipment, other small power equipment, respirators, safety glasses, gloves, etc.). Ability to repair equipment desired.
- Individual will interface with PCC managers, employees and senior missionaries, and is expected to be able to train and teach skills/certification classes to apprentices and others at PCC.
- Ability to effectively work with variety of cultures and non-native English speakers.

#### Responsibilities

- Position reports to and coordinates with the Maintenance Director and the Director of Tools and Planning.
- Spouse will serve in other areas of PCC according to interests and qualifications.
- The couple will be assigned to assist in one of the on-campus wards.

**Length of service:** 12 to 23 months.

### Refrigeration, Cooling, and Air Conditioning

A senior missionary with experience in commercial refrigeration and residential cooling and air conditioning is needed at the Polynesian Cultural Center (PCC). The missionary must be in good health and able to perform manual labor.

#### Qualifications

- Individual should have at least 10 year's commercial refrigeration and residential cooling and air conditioning experience including all levels of installation, service, repair, and preventative maintenance
- Ability to plan and diagram cooling systems, and to read blueprints and schematics
- Ability to complete work in accordance with relevant electrical and safety codes
- Ability to install, service, repair, and regulate refrigeration and cooling units in food venues
- Individual will interface with PCC administrators, managers, employees, student workers, and senior missionaries. Must have ability and willingness to act in capacity of trade instructor under NCCER certified training program. Duties include passing instructor certification program, classroom and field teaching, administration of and demonstrative assessments, and numerous hours of weekly prep time outside of the classroom. Must be licensed in the trade being taught according to NCCER guidelines
- Ability to effectively work with variety of cultures and non-native English speakers

#### Responsibilities

- Position reports to and coordinates with the Maintenance Director and the Director of Tools and Planning.
- Spouse will serve in other areas of PCC according to interests and qualifications.
- The couple will be assigned to assist in one of the on-campus wards.

**Length of service:** 12 to 23 months.

## Public Affairs Department

*Coordinators:* Elder Jeffrey Larsen and Sister Karen Larsen

*Local:* 801-240-1643

*Toll Free:* 800-453-3860 ext. 2-1643

*Email:* jeffrey.larsen@ldschurch.org or karen.larsen@ldschurch.org

### Public Affairs Specialist

**\*To be considered for the assignments below couples should contact us four to six months in advance of desired service.**

Senior Public Affairs missionaries serve in various locations around the world to help build positive relationships between the Church and local government and opinion leaders, interfaith groups, and the media. Couples will serve under the Area Director of Public Affairs and the Area Presidency.

#### Qualifications

- English is sufficient for most countries.
- Outstanding interpersonal and communication skills, the flexibility to work on varying assignments, and the ability to interact with different cultures.
- Some travel will likely be required.
- Experience with word processing, email, social media and Internet is important, and some knowledge of PowerPoint and Excel is helpful.

#### Responsibilities

- Provide training and assistance for public affairs directors throughout their geographic area of responsibility.
- Assist public affairs directors in building positive public opinions and relationships with media, interfaith, business, and governmental officials.
- Help the public affairs directors organize special events, open houses, and conferences as directed.
- Assist the public affairs directors in providing information about the Church, its beliefs, activities, and leaders to the media, opinion leaders, interfaith groups, and the general public.
- Attend events, write articles, take photos and/or video, and assist public affairs directors in maintaining country newsroom websites with current Church-related information.
- Public Affairs missionary couples will mostly work in an office setting, under the direction of a Director of Public Affairs for the Area. In addition,

attendance at weekend and evening events and travel within the area of responsibility may be common.

#### Current areas needing missionaries over the next twelve months:

- Africa, South East Area
- Argentina (Spanish speaking, immediate Need)
- Canada, Winnipeg
- Caribbean, Dominican Republic (Spanish Speaking)
- Democratic Republic of the Congo (French speaking Immediate Need)
- Indonesia
- Japan, Tokyo (Japanese speaking)
- Kenya/Uganda, Africa
- Kuala Lumpur, Malaysia
- New York City
- Papua New Guinea (Islander Heritage)
- Philippines, Quezon
- Papeete, Tahiti (French Speaking)
- Turkey/Bulgaria
- Zambia/Zimbabwe, South Africa

**Length of service:** 18 or 23 months

## Publishing Services Department

*Contact for Calgary Canada:* Elder James Evanson

*Tel:* 403-330-2806

*Email:* jamesevanson1968@gmail.com

*Contact for Mexico City, Mexico:* J. Armando González Mondragón

*Tel:* 011-52-55-5003-3391

*Email:* gonzalezAR@ldschurch.org

### Canada.Lds.org Website Specialists

One full-time missionary couple is needed to serve in Calgary, Alberta, Canada to work with Canada.LDS.org.

#### Responsibilities

- Solicit faith-promoting articles from members from all regions of the country. These articles are published on the website for the benefit of members in Canada.
- Interact via phone and email with area seventies, mission presidents and 47 stakes in Canada finding and writing articles as well as promoting the website to members via email.
- Help customize the Church website to meet the unique priorities of Canada.

- Encourage members to contribute inspirational internet content, ensuring that articles maintain focus and follow guidelines established by the Church.

### Qualifications

- Proficiency with computers, including internet browser, Microsoft Office, and basic image manipulation.
- Experience or interest in journalistic writing, photography, and graphic design is helpful but not required.
- Missionaries should be comfortable working closely with priesthood leaders and will spend significant time soliciting articles from all regions of the country, especially articles dealing with current events.

## Recreational Properties

### Kilgruman, Argentina Pioneer Handcart Trek Program

*Contact:* Terry Spallino

*Email:* spallinotj@ldschurch.org

*Tel:* 801-240-3209 801-694-7271

A full-time missionary couple is needed to manage the handcart trek program at the Kilgruman recreation camp, set in the vast pampa of Argentina. During the off-season, the couple will be assigned to Member and Leader Support (MLS) responsibilities in the Argentina Rosario Mission.

### Responsibilities

- Schedule stake trekking activities
- Coordinate with Area leaders
- Assist with trek training of stake leaders
- Assist stake leaders with on-site trek program
- Maintain trails and campsites
- Maintain handcarts
- Manage toilet and water facilities

(See Member and Leader Support on page 4 for MLS responsibilities)

### Qualifications

- Must be able to communicate in Spanish
- Should be in good physical condition
- Should have handyman experience/skills
- Should feel comfortable living in a rural, farm environment

**Length of Service:** 18 or 23 months.

## Camp Liahona Redwoods Young Woman's Camp

*Contact:* Craig W. Lowe

*Mobile:* 707-490-2274

*Home:* 707-431-7912

*Camp missionaries:* 707-886-1822

*Email:* cwlowe1@comcast.net

A full-time missionary couple is needed to serve as Camp Host and work with local members. Camp Liahona Redwoods is a beautiful, classic camp set in the redwood forest of northern California with the Wheatfield fork of the Gualala river running through it. CLR is open year round with its primary purpose being to serve the Young Women of the Church. There are two lodges, three houses, one handicapped accessible duplex, large commercial kitchen, dining hall, playing field, confidence course, target range, tent camping sites and hiking trails. For safety, two missionary couples are assigned and reside at the camp. Rent, including utilities, is \$500/month.

### Responsibilities

- Office/record management.
- Answering phones, monitoring an automated reservation system.
- Maintaining cleanliness and sanitation in all facilities.
- Outdoor clearing of deadfall and trail maintenance.
- Working on a camp project list, supervising volunteer workers.
- Hosting yearly Young Women's Summer Camps.
- Monitoring a domestic water system.

### Qualifications

- Must be in good physical condition--easily able to lift forty pounds and able to tolerate steep walking and hiking conditions.
- Familiar with carpentry, plumbing and basic electrical principles.

**Length of service:** 23 months

## Seneca Lake Girls Camp Manager

*Contact:* President David Larsen

*Email:* davidlarsen2@gmail.com

A full-time missionary couple is needed to manage Seneca Lake Camp in western New York. We will be screening for this assignment in April/May 2017 to start March 1, 2018 and lasts for 23 months.

The assignment may include other missionary assignments in the area during the off-season months if the couple desires.

A full-time missionary couple with an RV is needed to help maintain Seneca Lake Camp in western New York. We will be screening for this assignment in April/May 2016 to start April 1, 2017 and lasts for six months.

The camp is situated in the middle of many Church history sites, including the Peter Whitmer Farm, Hill Cumorah, the Sacred Grove, and the Joseph Smith Home.

### Responsibilities

- Responsible for cleanliness, appearance, reputation and maintaining the special spirit in the camp.
- Maintain a place where guests can feel the Spirit and strengthen their testimonies of the gospel of Jesus Christ.
- Ability to multi task and manage many activities.
- Mow and maintain the lawns, fields, groves, and grounds.
- Day-to-day repairs and maintenance of buildings, grounds, and equipment.
- Clean and maintain the cabins, dining hall, and other camp facilities.
- Missionaries should be in very good health. Both the elder and the sister should be able to perform physically demanding duties. Much of their time will be spent outdoors.
- Depending on the season, work days and hours will vary; personal flexibility is important. The elder will need skills in general repair, painting, and custodial work.
- The sister will assist her husband and help care for and maintain the cabins, grounds, flower gardens, and other facilities.

### Qualifications

- Must have their own RV to live in during service.
- General experience in grounds, buildings, and equipment maintenance.
- General custodial experience.
- General understanding of carpentry, plumbing, and electrical systems.
- Experience working with and leading youth groups at camps.

As time permits, opportunities may be available to serve in the Palmyra New York Temple, local family history

centers, or local wards and branches as Member and Leader Support missionaries.

**Length of service:** Flexible and may be coordinated with other missionary assignments in the area during the off-season months if the couple desires to serve longer than six months.

### Washington Recreational Properties

*Contact:* Jonathan Katz

*Local:* 360-871-6378

*Cell:* 360-649-4350

*Email:* KatzJB@ldschurch.org

The Puget Sound-Central Washington Recreational Properties Council needs couples to manage and maintain recreational properties in Central and Western Washington.

### Qualifications

- Elders should be in very good health and able to perform physically demanding duties outdoors, including trail maintenance and lifting up to 50 lbs.
- Sisters assist their husbands and work in the office.

### Responsibilities

- Office duties such as scheduling, answering phones, collecting and tracking user fees, using computers (Word, Excel, websites), and compiling reports.
- Equipment and grounds maintenance. Operate and maintain heavy or light equipment.
- Building maintenance such as general repairs, painting, plumbing, carpentry, electrical, mechanical, and general custodial work.
- Provide assistance and resource information to youth groups and leaders in their handcart treks, camps, and conferences.
- Work side-by-side with youth groups and volunteers on service projects and provide professional guidance and inspiration.
- Present information on local recreational properties to various organizations within the Church.
- Lead cottage meetings and firesides and serve in other capacities during seasonally slow times.
- Be a host and hostess. Guide tours, check people in and out of facilities, and receive and receipt income.

\* One camp (Ensign Ranch) has a horse program requiring equestrian skills including care and training of the horses.

Mission costs for rent and utilities would be \$200 with own RV or \$300 without RV. (Food, transportation, etc. are not included).

**Length of service:** 6, 18 or 23 months. Average cost per couple is \$1,300.

## Security Department

*Contact:* Rick Spencer

*Local:* 801-240-9840

*Toll Free:* 800-453-3860 ext. 2-9840

*Email:* spencerrf@ldschurch.org

## Domestic Security

Individuals are needed to serve at Church headquarters under the direction of the Church Security Department in a variety of activities.

### Responsibilities

- Computer entry of security access information, fixed and roving posts.
- Backup support and assistance at major Church events.

### Qualifications

- Missionaries should be in good health and be able-bodied.
- Law enforcement or security experience is preferred but not required.

The majority of security missionaries will work a day shift 7 A.M.–3 P.M. There is a need for missionaries to work 1 P.M.–9 P.M.

## Self-Reliance Services/Perpetual Education Fund

*Contact:* Dwayne Saviano

*Local:* 801-240-0049

*Toll-free:* 1-800-453-3860, ext. 20049

*Email:* Dwayne.Saviano@ldschurch.org

**Overview:** The charter of the Perpetual Education Fund has been greatly broadened into a self-reliance initiative to assist millions of adult members. The purpose is to teach doctrines and principles as well as provide tools and services to help members and others move away from poverty toward spiritual and economic self-reliance and greater conversion. The tools and services include many new resources and training programs targeted at self-employment, employment, career development, and education, in addition to the successful PEF student loan program in 65 countries.

We encourage you to visit the [www.lds.org/topics/pef-self-reliance](http://www.lds.org/topics/pef-self-reliance) website and study the “Self-Reliance” and other sections to learn more about this wonderful new initiative.

## Self-Reliance Services/PEF Missionaries

Self-Reliance Services/PEF missionaries are needed in many missions throughout the world. English language skills are sufficient in many of the international missions. Missionaries are given great latitude so that they might utilize their talents and find great joy in their missionary service.

### Responsibilities

- Missionaries will work through and support priesthood leaders.
- Much of their time will be spent training and strengthening stake self-reliance committee members throughout the mission.
- Missionaries are an extension of and coordinate their work with a regional Self-Reliance Services manager—a Church employee who covers one or more missions.
- Managers work closely with priesthood leaders and stake self-reliance centers. These centers offer courses in foundational life skills and education, career, and self-employment preparation.
- Missionaries regularly attend self-reliance devotionals and classes.
- They may assist with developing and verifying resources with businesses, educational and training institutions, and other organizations, and share those resources with leaders and members.
- Missionaries may train Church-service missionaries and volunteers, facilitate classes, provide coaching and mentoring, help members with personal self-reliance assessment, planning, job searches and placement, and assist with career counseling and interview skills.

### Qualifications

- The ideal missionaries will have a passion for poverty alleviation and helping others to help themselves become self-reliant.
- Missionaries need to have good teaching, communication, and computer skills (Word, Excel, etc.).
- Priesthood and Relief Society leadership experience is helpful.

**Length of Service:** 12, 18, or 23 months.



## Current Needs

- *Couples*—English-speaking missionaries are needed in Africa, Asia, the Caribbean, Europe, Eastern Europe, the Philippines (locals only), the South Pacific, and other areas.
- *Couples*—Spanish-speaking missionaries are needed in Central America, the Caribbean, Mexico, and South America.
- *Couples*—Portuguese-speaking missionaries are needed in Africa, Brazil, and Portugal.
- *Couples*—French-speaking missionaries are needed in Africa, the Caribbean, and the South Pacific.
- *Couples*—In addition to the above, other non-English-speaking missionaries are also needed.
- *Senior missionaries (native to their own country)* are also needed to serve in most countries outside of the U.S. and Canada.

## Employment Resource Center Missionaries

Couples and senior sisters will work in Employment Resource Centers in the United States and Canada assisting the unemployed and underemployed in finding employment.

### Responsibilities

- Assist members and non-members to obtain special training for better employment
- Teach career planning and job search seminars
- Develop business community contacts
- Train local employment center volunteers, church leaders and patrons.

### Qualifications

- Missionaries need to have good teaching, communication, and computer skills (Word, Excel, etc.).
- Priesthood and Relief Society leadership experience is helpful.

**Length of service:** 12 months

**Current needs:** A few locations in the United States and Canada.

## Accountants—PEF Operations (Church Office Building)

*Contact:* Liliana Wojtalow

*Local:* 801-240-1021

*Toll-free:* 1-800-453-3860, ext. 21021

*Email:* lilianaw@ldschurch.org

Two full-time accountants are needed. Accommodations may be made for a couple to serve together if only one spouse is an accounting professional. The spouse without accounting skills will perform other office tasks. Couples or single sisters who live close enough to commute to Salt Lake City may also serve in this assignment as full-time live-at-home missionaries or full-time Church-service missionaries.

### Responsibilities

- Senior couples and single sisters provide professional expertise in applying appropriate accounting principles to analyze present financial operations.
- Assemble and analyze data and transactions, prepare statements and reports, and perform internal audits of accounts.
- Missionaries may also prepare training materials and provide instruction for worldwide finance teams and Self-Reliance Services PEF operations teams.

### Qualifications

- A Bachelor's degree in Accounting (or Finance or Business Management) is preferred.
- Professional certification is preferred.
- Missionaries should possess a well-grounded knowledge of financial and accounting principles.

**Length of service:** 12, 18, or 23 months.

## Perpetual Education Fund Operations

Limited opportunities exist for missionaries to serve in Area offices.

### Responsibilities

- Operations missionaries may perform a variety of administrative responsibilities depending upon the abilities of the missionary, including working with computers.
- Reviewing PEF loan applications, assisting loan participants during the application and disbursement processes, providing telephone mentoring to loan recipients and others seeking to become self-reliant.
- Coordinating and analyzing preferred jobs, programs, and school networks.
- Providing system and training support to missionaries and volunteers who serve in self-reliance centers.

### Qualifications

- Missionaries need to have good teaching, communication, and computer skills (Word, Excel, etc.).

**Length of service:** 12, 18, or 23 months.

## Special Projects Department

### Natural Resources Services (NRS) Section

*Contact:* David H. Powers—Energy Group Manager

*Local:* 801-240-5288

*Toll Free:* 800-453-3860 ext. 2-5288

*Email:* powersdh@ldschurch.org

**Location:** This oil and gas position is for full-time assignment in the Church Office Building in Salt Lake City, Utah.

#### Responsibilities

The full-time individual (or couple) will assist in determining and recording oil and gas mineral ownership in the US and Canada.

#### Qualifications

- Be able to work with minimal supervision.
- Have good communication and computer skills.
- The spouse can assist in NRS or in another assignment that matches his or her skills or interests.

**Length of service:** 18 to 23 months

### Petroleum Landman (Regional)

*Contact:* David H. Powers—Energy Group Manager

*Local:* 801-240-5288

*Toll Free:* 800-453-3860 ext. 2-5288

*Email:* powersdh@ldschurch.org

These oil and gas positions are for part-time assignments in the regional area where the individual(s) resides.

#### Responsibilities

- The part-time individual(s) will assist in acquiring and determining oil and gas mineral ownership from county courthouse records in the US and Canada from LDS information which will be provided. The individual's travel expenses will be reimbursed, if travel to a county courthouse is required.

#### Qualifications

- The qualified applicant(s) should be able to work with minimal supervision and have good communication and computer skills.

### Real Estate and Administrative Support

*Contact:* Susan Rose—Special Projects Department, Real Estate Division

*Email:* Susan.rose@ldschurch.org

*Local:* 801-240-4477

A Senior Sister Missionary is needed to serve as a vital member of the Real Estate Services Division.

#### Responsibilities

- Processing real estate property transactions, reviewing property tax and title records, data entry, file organization, and yearly file room audit and archiving.
- The missionary will provide full-time office and administrative support to Real Estate Division, 8 hours a day, 5 days a week.
- Real estate and/or title, processes and documentation.

#### Qualifications

- Basic computer skills and Microsoft products; will be trained on specific tasks.

**Location:** Salt lake City, Utah, United States.

For more information, or to discuss the position further, please see contact information above.

**Length of service:** 18 to 23 months

## Temple Department

*Contact:* Elder Michael Moody/Sister Maria Moody

*Local:* 801-240-5545/801-240-5280

*Toll Free:* 800-453-3860 ext. 2-5545/2-5280

Call Monday–Thursday 10:00 A.M.–3:00 P.M. MST

*Email:* moodymf@ldschurch.org/moodymt@ldschurch.org

Senior couples and a few senior single sisters with experience as temple ordinance workers are needed to serve as full-time missionaries in temples around the world. Most temples are staffed with local temple ordinance workers but some areas rely on the help of temple missionaries.

Because of the demand to serve in the Nauvoo and Palmyra temples, assignments are limited to either one or the other for twelve months.

Temple missionaries called from the continental United States and Canada normally attend a three-day training seminar held in the Salt Lake Temple at the beginning of their missionary service. This training is not available for six month assignments.

A senior missionary recommendation may be submitted up to nine months before the date of availability. This length of time is useful in terms of assignment availability, language preparation and the obtaining of visas. If there is a desire to serve in a particular temple it may be

helpful to call the temple department senior missionary coordinators to determine availability.

When missionary papers are ready to be submitted, prospective missionaries may contact the coordinators to advise them of interest in a particular assignment. Senior missionary applicants are encouraged to indicate a broad range of interests in temples, places and other areas of service in the "Assignment Preferences" section of their recommendation papers. These preferences may be useful in matching skills and interests of missionaries with the opportunities or needs. Final assignments are made by the Brethren.

### TEMPLES WITH SENIOR MISSIONARY OPPORTUNITIES

Below are listed temples that use senior missionaries. In temples where languages other than English are the primary ordinance language it is very helpful if the husband or wife is familiar with the primary language of the temple. Temples that have the greatest current need for senior couples are in bold type. Temples with an asterisk (\*) indicate temples where a limited number of single sisters serve.

#### English Speaking

(Opportunities for senior missionary assignments are limited in most English-speaking temples.) Boston, Halifax, Nova Scotia, \*Manhattan (Spanish desirable), \*Nauvoo, Nauvoo Engineer, Palmyra, Regina Saskatchewan, Toronto, Ontario, \*Washington DC

*Outside the U. S. and Canada:* \***Accra, Ghana** (French needed), Cebu City Philippines, Hong Kong China (Mandarin/Cantonese desirable), Kyiv Ukraine (Ukrainian/Russian desirable), \*London England, Manila Philippines.

#### Spanish Speaking

(There is a great need for temple missionaries who speak Spanish.)

*Mexico:* **Ciudad Juárez, Guadalajara, Hermosillo**, \*Mérida, **Monterrey**, \*Oaxaca, Tampico, **Tuxtla Gutiérrez**, Tijuana, \*Veracruz, and Villahermosa

*Central America:* Guatemala City Guatemala, Panama City Panama, Quetzaltenango Guatemala, San José Costa Rica, San Salvador El Salvador, and **Tegucigalpa Honduras**.

*South America and the Caribbean:* Asuncion Paraguay, \***Cochabamba Bolivia**, Cordoba Argentina, \*Guayaquil Ecuador, Lima Peru, Montevideo Uruguay, \*Santiago Chile, \*Santo Domingo Dominican Republic, Trujillo Peru.

*Europe:* \*Madrid Spain

#### Portuguese Speaking

*Brazil:* Campinas, Curitiba, Manaus, Porto Alegre, Recife

*Europe:* \*Madrid Spain

#### German Speaking

\*Bern Switzerland (EU members only), Freiberg Germany

#### French Speaking

\*Accra Ghana, \*Bern Switzerland (EU members only), Johannesburg South Africa, Papeete Tahiti, Santo Domingo Dominican Republic (Spanish)

#### Japanese Speaking

Sapporo, \*Tokyo

#### Other Languages

There are temples which use other languages such as but not limited to:

- Italian
- Swedish
- Danish
- Korean
- Norwegian
- Finnish
- Russian
- Tongan
- Samoan
- Fijian
- Mandarin and Cantonese.

These would include the following temples:

- \*Bern Switzerland (EU members only)
- Copenhagen Denmark
- Helsinki Finland
- \*Stockholm Sweden
- Kyiv Ukraine
- \*Hong Kong China
- \*Seoul Korea
- Taipei Taiwan
- \*Apia Samoa
- Nuku'alofa Tonga
- Suva Fiji
- \*Accra Ghana.

**Length of service:** 6, 12, 18 or 23 months. Six-month assignments are limited. The Church will pay travel costs for all domestic assignments, and for foreign assignments of 18 or 23 months. It is not possible to extend the length of service for most English-speaking assignments.

## Temporal Affairs Department

Joseph Smith Birthplace, Sharon, Vermont,  
Facilities Management Group

*Contact:* Terry J Spallino 801-240-3209

*Toll free:* 800-453-3860, ext. 2-3209

*Local:* Joe Mender 603-763-8198

*Email:* spallinotj@ldschurch.org

The focus of this mission is to support the facilities management group at the Joseph Smith Birthplace. The facilities management group maintains the visitors' center, residence, meetinghouse, and several hundred acres of woodlands, fields, roadways, and trails.

**Responsibilities**

- The couple will be part of a team of Church employees and full-time missionaries that handle day-to-day maintenance.

**Qualifications**

- Elders should have experience and/or interest in one or more of the following trades: construction, maintenance, plumbing, electrical, carpentry, landscaping, forestry, etc.
- Sisters should have experience or interest in gardening, landscaping, cleaning or material management

**Length of service:** One couple is needed to serve 18 months beginning September 2016. The estimated mission costs are \$1,800 (\$1,000 if living in an RV) per month.

**Nauvoo Facilities Management Group**

*Facilities Manager:* Jordan Bodily

*Local:* 217-453-2233 ext. 355

*Email:* bodilyjm@ldschurch.org

Senior missionary couples are needed to serve in Historic Nauvoo under the direction of Facilities Management.

**Responsibilities**

- Maintain historic sites, missionary homes, and other Church property.

**Qualifications**

- Elders should be in good health and able to perform six hours of physical labor daily.
- Sisters will primarily proselyte at historic sites.
- Elders and Sisters will perform in live shows each evening in conjunction with the Illinois Nauvoo Mission.

**Missionaries are needed to fill the following positions:**

- |                                   |  |
|-----------------------------------|--|
| • Cabinet Maker                   | Operator   |
| • Carpenter                       | • Mason  |
| • Electrician/Appliance Repairman | • Painter with 3 years commercial and residential experience |
| • Grounds Keeper                  | • Veterinarian   |
| • Heavy Equipment                 |  |

**Length of service:** 18–23 months.

**Winter Quarters, Omaha—Nebraska FM Group**

*Contact:* Terry J Spallino 801-240-3209

*Toll free:* 800-453-3860, ext. 2-3209

*Email:* spallinotj@ldschurch.org

*Local:* Bradley Neel

*Tel:* 402-558-6661

**Responsibilities**

- The couple will work with the facilities management group to maintain the physical facilities and landscapes at the visitors' center, temple, and historic sites in the Omaha Winter Quarters area.

**Qualifications**

- Brethren should be able to perform handyman maintenance on physical facilities and equipment.
- Sisters also need to be able to complete physical tasks, working with their husband and provide help with the landscaping and cleaning.

**Length of service:** One couple is needed to serve 12 or 18 months to begin October 2016. Cost is \$2,130.00 per month.

**Translation and Interpretation Team/Publishing Services Department**

*Contact:* Sead Osmani

*Tel:* 801-240-3296

*Email:* Sead.Osmani@ldschurch.org

English speaking senior missionary couples are needed in the Translation/Interpretation team at Church Headquarters in Salt Lake City. This is an exciting and unique opportunity to serve with many native speaking interpreters and returned missionaries from around the world and be involved in the production of sending gospel recordings, broadcasts, General Conferences and a variety of other church programs worldwide.

**Responsibilities**

- Serve as “Interpreter Supervisors” working with at least 25 different languages from around the world. No secondary language skills are required.

**Qualifications**

- In this fast paced, rigorous office based calling, requiring enhanced organizational expertise, and excellent communication skills
- The missionary will find opportunities to creatively problem solve to meet daily deadlines, establish successful routines and resolve challenges as they present themselves.

- The calling requires that a person be physically active throughout the day and into some evenings each week.
- Excellent social skills are needed to communicate and interact with a variety of cultures.
- Moderate experience using Outlook, Excel and Word are a must.
- Organizational abilities in a variety of areas.
- Walking for extended periods of time while serving.

## Welfare Services Department: Humanitarian, Bishops' Storehouses, Ranches, LDS Family Services, Education Support Services

*Coordinators:* Elder and Sister Lasson

*Local:* 801-240-1058 or 801-240-3322

*Toll free:* 800-453-3860 ext. 2-1058

*Email:* richard.lasson@ldschurch.org

*Email:* c.lasson@ldschurch.org

## Welfare Services, Humanitarian Missionary

The Welfare Department has an urgent need for couples who speak French.

### Humanitarian Links:

[LDS Charities](#)

[Welfare Missionary Opportunities](#)

Welfare Services Humanitarian Missionaries help relieve suffering and foster self-reliance for families of all nationalities and religions by identifying and helping with humanitarian projects around the world.

### Responsibilities

- As a Welfare Services missionary serving internationally for Humanitarian Services, you would develop relationships with government, community, and charity organization leaders.
- Together you will determine what the local critical needs are and where to find the resources to meet those needs.
- Major projects will be planned by a specialist who has professional training and expertise. Major projects include wheelchairs, vision, clean water, mother and newborn care, and immunization.
- Area projects are developed locally with other organizations to meet the needs of the community.

### Qualifications

- Good health as determined by Missionary medical staff.

- Current passport (good 6 months beyond return date).
- Basic computer, Internet and office skills.

When you request a Humanitarian Missionary assignment it is best to submit your recommendation 5-6 months prior to your availability date. This will allow time to obtain necessary visas.

**Length of service:** 18–23 months.

### Future Openings for Welfare Services Humanitarian Missionaries

LOCATION	MTC	LANGUAGE	COST*
Benin Cotonou	Winter 2016-7	French	2,050
Cote d'Ivoire	Winter 2016-7	French	2,800
Brazil Sao Paulo	Winter 2016-7	Portuguese	2,200
Kazakhstan Astana	Mar 2017	English	1,900
DR Congo Kinshasa	March 17	French	3,040
Kazakhstan Almaty	Apr 2017	English	1,900
Brazil Sao Paulo	Apr 2017	Portuguese	2,200
Liberia Monrovia	Apr 2017	English	2,550
Madagascar	Apr 2017	French	2,500
Mongolia Ulaanbaatar	May 2017	English	2,600
Barbados-West Indies	May 2017	English	2,840
Slovakia Kosice	May 2017	English	2,480
Macedonia Skopje	July 2017	English	2,100
Serbia Novi Sad	July 2017	English	2,800
Georgia Tbilisi	July 2017	English	2,060
Sierra Leone	July 2017	English	2,550
Philippines Quezon City	July 2017	English	2,360
Laos	Aug 2017	English	2,150
Myanmar	Aug 2017	English	2,750
Moldova Chisinau	Aug 2017	English	2,400
Tonga Nuku'olofa	Aug 2017	English	2,000
Russia Moscow	Aug 2017	English	3,325**
Germany Frankfurt	Sep 2017	English	3,400**
Montenegro	Oct 2017	English	2,500
Dominican Republic	Oct 2017	Spanish	3,100
Zimbabwe Harare	Oct 2017	English	2,570
Laos	Oct 2017	English	2,140
Kiribati Tarawa	Oct 2017	English	2,130

\*Monthly cost includes medical insurance @\$388/couple.

\*\*Area Welfare Specialists—prefer a couple who has previously served a humanitarian mission.

If you have questions or would like to discuss future openings, please contact the Welfare Services missionary coordinators listed above.

## Welfare Services, Bishop's Storehouse, and Home Storage Center Manager Missionary

### Responsibilities

- Manage and oversee the bishops' storehouse and home storage center.
- Fill bishop's orders for food and household commodities for the poor and needy.
- Lift patrons spiritually while helping to meet their material needs.
- Coordinate, support and train Church-service missionaries and volunteers.
- Assure facility maintenance, safety, and cleanliness.
- Provide good customer service.
- Counsel and coordinate with the assigned agent stake president and his operating committee.
- Train priesthood and Relief Society presidencies on preparing food orders.
- Make sure shelves are stocked and take quarterly inventory.
- Respond to humanitarian and emergency needs as requested.

### Qualifications

- Able to be on feet for periods of time.
- Can lift up to 25 pounds, some bending and stooping.
- Have basic computer skills.
- Be personable, compassionate, good disposition, and enjoy serving people

### Future Openings for Bishops' Storehouse/HSC Missionaries

LOCATION	MTC	LANGUAGE	COST
New Jersey Piscataway	June 2017	English	2,400
Louisiana Slidell	July 2017	English	2,250

## Welfare Services, Ranch Missionary

Need experienced rancher/farmer with good health to assist with ranch operations. Housing and transportation provided.

### Future Openings for Ranch Missionaries

LOCATION	MTC	LANGUAGE	COST
Delamar Valley Nevada Ranch	May 2017	English	1,685

## Welfare Services, LDS Family Services Missionary

### Responsibilities

- Consult on mental health and relationship issues.
- Establish support groups for marriage, parenting, and addiction recovery.
- Consult with and provide training to ecclesiastical leaders. In some areas, consultants may provide counseling for full-time missionaries.
- If both spouses are not trained counselors, the spouse who is not will be involved in non-clinical aspects of strengthening individuals and offering welfare help.

### Qualifications

- One spouse must have a behavioral health background.

### Future Openings for LDS Family Services Missionaries

LOCATION	MTC	LANGUAGE	COST*
New Mexico Farmington	Winter 2016	English	1,515
Brazil Sao Paulo	Winter 2016	Portuguese	2,200
New Mexico Farmington	July 2017	English	1,515

## Welfare Services, Education Support Services Missionary

### Responsibilities

- Senior welfare missionary couples will be helping with Canadian tribal members between the ages of 18 and 30 to advance from secondary school to the job market through education in technical college and university programs.
- Couples will work with students and coordinate with tribal, industry, and academic partners in the Lloydminster and Vermillion, Alberta, region.

### Qualifications

- At least one of the spouses has been an educator at the high school, trade school, technical college, or university level.
- Work experience in the oil and gas industry is desired.
- Basic computer skills and the ability to teach and mentor in math, life skills, and writing are required.

**Length of service:** 23 months.

## Miscellaneous: Non-Missionary Opportunities

The China Teacher Program (CTP) is a nonprofit outreach program of the David M. Kennedy Center for International Studies at Brigham Young University. It was established in 1989 to provide seasoned American teachers to selected outstanding Chinese universities. Teachers are currently placed at 18 partner universities in nine cities throughout China. Teachers need to have a university degree, not necessarily in education, have some teaching experience, and be between 40 and 65 years old.

Our teachers are educators and professionals who bring the wisdom and experience of their successful careers to their classes. Typical assignments are for one academic year, and most are asked to teach oral and written English. All teachers participate in a mandatory two-week, 100 hour, TEFL training program at the Kennedy Center prior to leaving for China. Additional information can be found online at [kennedy.byu.edu/chinateachers](http://kennedy.byu.edu/chinateachers) or by calling 801-422-5321.

## ESTIMATED MONTHLY MISSION COSTS FOR SENIOR COUPLES

**Estimated Mission Costs Include the Following Housing**—Includes rent, utilities, all furnishings, fees, parking (will not exceed \$1400 for couples).

**Personal**—Consumables, food, personal care (bath supplies, office supplies, laundry, haircuts, etc.).

**Transportation**—personal auto operating costs, car rental and fuel for some missions, or public transportation costs.

### NOTE:

Single Senior Sisters are responsible for their own mission costs, which are approximately 65% of the amounts shown for couples.

### Estimated Mission Costs DO NOT Include the Following

**Communications**—Internet, cable/satellite TV, telephone service, or personal cell phone.

**Medical Care**—Prescription drugs, over-the-counter medications/supplies, or physician care.

**Other**—Gifts, charitable giving, clothing, personal obligations, entertainment, etc.

## Health Insurance Requirements to Serve

Adequate health insurance coverage is required to serve a full-time senior mission. Health insurance may be purchased from DMBA/Aetna International for an additional \$194/month per person which is considered in the estimated monthly cost below.

For additional health insurance information consult website [www.dmba.com/ssmp](http://www.dmba.com/ssmp)

**\*Monthly cost estimates below include \$388 for health insurance for couples. If you do not need insurance, subtract \$388 from total mission cost. Single senior sisters who do not need insurance subtract the couple amount of \$388 and then add the single sister amount of \$194 to the total mission cost.**

## Estimated Monthly Cost by Mission (USD)

Adriatic North .....	2,790	Bolivia Cochabamba .....	1,880
Adriatic South .....	2,090	Bolivia La Paz El Alto .....	1,980
Alabama Birmingham .....	2,430	Bolivia La Paz .....	1,980
Alaska Anchorage .....	3,435	Bolivia Santa Cruz .....	2,280
Alpine German-speaking .....	3,215	Bolivia Santa Cruz North .....	1,880
Angola Luanda .....	3,040	Botswana/Namibia .....	2,520
Argentina Bahía Blanca .....	2,030	Brazil Belem .....	2,180
Argentina Buenos Aires E. ....	2,280	Brazil Belo Horizonte .....	2,180
Argentina Buenos Aires N. ....	2,600	Brazil Brasilia .....	1,980
Argentina Buenos Aires S. ....	2,280	Brazil Campinas .....	2,590
Argentina Buenos Aires W. ....	1,815	Brazil Cuiaba .....	2,005
Argentina Comodoro Rivadavia .....	2,280	Brazil Curitiba .....	2,580
Argentina Cordoba .....	1,710	Brazil Curitiba South .....	2,090
Argentina Mendoza .....	2,155	Brazil Florianopolis .....	2,180
Argentina Neuquén .....	2,080	Brazil Fortaleza .....	2,290
Argentina Posadas .....	2,080	Brazil Fortaleza East .....	2,090
Argentina Resistencia .....	2,210	Brazil Goiania .....	2,180
Argentina Rosario .....	2,060	Brazil Joao Pessoa .....	2,180
Argentina Salta .....	2,030	Brazil Juiz de Fora .....	2,180
Argentina Santa Fe .....	2,080	Brazil Londrina .....	2,180
Arizona Gilbert .....	2,270	Brazil Maceio .....	2,190
Arizona Mesa .....	2,190	Brazil Manaus .....	2,180
Arizona Phoenix .....	2,540	Brazil Natal .....	2,180
Arizona Scottsdale .....	2,405	Brazil Piracicaba .....	2,180
Arizona Tempe .....	2,440	Brazil Porto Alegre North .....	1,880
Arizona Tucson .....	2,025	Brazil Porto Alegre South .....	1,880
Arkansas Little Rock .....	2,830	Brazil Recife .....	2,490
Armenia Yerevan .....	1,375	Brazil Ribeirao Preto .....	1,915
Australia Adelaide .....	3,390	Brazil Rio de Janeiro .....	2,880
Australia Brisbane .....	3,533	Brazil Salvador .....	2,130
Australia Melbourne .....	3,340	Brazil Salvador South .....	2,180
Australia Perth .....	3,340	Brazil Santa Maria .....	1,740
Australia Sydney South .....	3,600	Brazil Santos .....	2,340
Australia Sydney North .....	3,380	Brazil Sao Paulo East .....	2,180
Barbados Bridgetown .....	2,840	Brazil Sao Paulo Interlagos .....	2,190
Baltic .....	1,840	Brazil Sao Paulo North .....	2,180
Belgium /Netherlands .....	3,040	Brazil Sao Paulo South .....	2,380
Benin Cotonou .....	1,915	Brazil Sao Paulo West .....	2,380

Brazil Teresina .....	2,180	Dem. Rep Congo Kinshasa .....	3,040	2,840	Mexico Mexico City West .....	2,765	
Brazil Vitoria .....	2,490	Dem. Rep Congo Lubumbashi .....	2,900	Honduras Tegucigalpa .....	2,380	Mexico Monterrey East .....	1,980
Bulgaria Sofia .....	2,230	Dem. Rep Congo Mbuji-Mayi .....	2,540	Hungary Budapest .....	2,080	Mexico Monterrey West .....	1,890
California Anaheim .....	3,190	Denmark Copenhagen .....	2,940	Idaho Boise .....	2,545	Mexico Oaxaca .....	1,780
California Arcadia .....	3,090	Dominican Rep. Santiago .....	2,130	Idaho Idaho Falls .....	2,015	Mexico Pachuca .....	1,780
California Bakersfield .....	2,990	Dominican Rep. St. Dom. E .....	2,955	Idaho Nampa .....	2,440	Mexico Puebla North .....	1,880
California Carlsbad .....	3,280	Dominican Rep. St. Dom. W .....	2,540	Idaho Pocatello .....	2,490	Mexico Puebla South .....	1,880
California Fresno .....	3,115	Ecuador Guayaquil North .....	1,880	Illinois Chicago .....	2,865	Mexico Queretaro .....	1,790
California Irvine .....	3,080	Ecuador Guayaquil South .....	1,730	Illinois Chicago West .....	2,230	Mexico Reynosa .....	1,880
California Long Beach .....	3,290	Ecuador Guayaquil West .....	1,880	Illinois Nauvoo .....	2,000	Mexico Saltillo .....	1,980
California Los Angeles .....	3,040	Ecuador Quito .....	1,780	India Bangalore .....	1,990	Mexico Tampico .....	1,980
California Modesto .....	2,555	Ecuador Quito North .....	1,790	India New Delhi .....	2,545	Mexico Tijuana .....	1,505
California Oakland/San Francisco .....	3,040	El Salvador Santa Ana .....	1,750	Indiana Indianapolis .....	2,390	Mexico Torreon .....	2,290
California Rancho Cucamonga .....	3,040	El Salvador San Salvador East .....	1,830	Indonesia Jakarta .....	3,140	Mexico Tuxtla Gutierrez .....	1,780
California Redlands .....	2,790	El Salvador San Salv. W/Belize .....	2,190	Iowa Des Moines .....	2,105	Mexico Veracruz .....	1,930
California Riverside .....	2,790	England Birmingham .....	3,240	Italy Milan .....	3,160	Mexico Villahermosa .....	1,880
California Roseville .....	2,730	England Leeds .....	3,390	(Malta) .....	2,080	Mexico Xalapa .....	2,130
California Sacramento .....	2,690	England London .....	3,990	Italy Rome .....	3,230	Michigan Detroit .....	2,360
California San Diego .....	3,605	England London South .....	3,490	Jamaica Kingston .....	3,115	Michigan Lansing .....	2,290
California San Fernando .....	2,580	England Manchester .....	3,700	Japan Fukuoka .....	3,510	Micronesia Guam .....	2,740
California San Jose .....	2,680	Fiji Suva .....	2,440	Japan Kobe .....	2,775	Minnesota Minneapolis .....	2,490
California Santa Rosa .....	2,740	Finland Helsinki .....	3,140	Japan Nagoya .....	2,615	Mississippi Jackson .....	2,710
California Ventura .....	2,940	Florida Ft. Lauderdale .....	3,190	Japan Sapporo .....	3,340	Missouri Independence .....	2,370
Cambodia Phnom Penh .....	2,890	Florida Jacksonville .....	2,770	Japan Sendai .....	3,190	Missouri Independence VC .....	1,680
Canada Calgary .....	3,340	Florida Orlando .....	3,090	Japan Sendai .....	3,190	Missouri St. Louis .....	2,290
Canada Edmonton .....	2,915	Florida Tallahassee .....	2,160	Japan Tokyo .....	3,200	Mongolia Ulaanbaatar .....	1,930
Canada Halifax .....	2,930	Florida Tampa .....	3,090	Japan Tokyo South .....	3,090	Montana Billings .....	2,305
Canada Montreal .....	2,655	France Lyon .....	2,915	Kansas Wichita .....	2,155	Mozambique Maputo .....	2,780
Canada Toronto .....	2,390	France Paris .....	2,915	Kentucky Louisville .....	2,065	Nebraska Omaha .....	2,620
Canada Vancouver .....	3,005	Galapagos Islands .....	1,780	Kenya Nairobi .....	2,505	Nevada Las Vegas .....	2,335
Canada Winnipeg .....	3,090	Georgia Atlanta .....	2,365	Korea Busan .....	2,440	Nevada Las Vegas West .....	2,390
Cape Verde Praia .....	2,055	Georgia Atlanta North .....	2,580	Korea Daejeon .....	2,390	Nevada Reno .....	2,520
Central Eurasian .....	2,790	Georgia Macon .....	2,790	Korea Seoul .....	2,240	New Hampshire Manchester .....	3,115
Chile Antofagasta .....	2,480	Germany Berlin .....	2,395	Liberia Monrovia .....	2,740	New Jersey Morristown .....	3,340
Chile Concepcion .....	2,165	Germany Frankfurt .....	3,140	Louisiana Baton Rouge .....	3,130	New Mexico Albuquerque .....	2,360
Chile Concepcion South .....	2,360	Ghana Accra .....	2,290	Madagascar Antananarivo .....	2,490	New Mexico Farmington .....	2,090
Chile Osorno .....	1,940	Ghana Accra West .....	1,940	Marshall Islands Majuro .....	2,380	New York New York North .....	3,390
Chile Rancagua .....	2,055	Ghana Cape Coast .....	2,255	Tarawa, Kiribati .....	2,120	New York New York South .....	3,500
Chile Santiago East .....	2,120	Ghana Kumasi .....	1,815	Maryland Baltimore .....	3,615	(Bermuda) .....	3,780
Chile Santiago North .....	1,480	Greece Athens .....	2,010	Massachusetts Boston .....	3,590	New York Rochester .....	2,465
Chile Santiago South .....	2,010	Guatemala City Central .....	3,080	México Aguascalientes .....	1,555	New York Utica .....	2,625
Chile Santiago West .....	1,955	Guatemala City East .....	2,880	Mexico Cancun .....	2,180	New Zealand Auckland .....	3,390
Chile Vina del Mar .....	2,230	Guatemala City South .....	3,080	Mexico Cuernavaca .....	1,690	New Zealand Hamilton .....	2,950
China Hong Kong .....	2,940	(Outside the city) .....	2,780	Mexico Ciudad Juarez .....	1,730	New Zealand Wellington .....	3,005
Colombia Barranquilla .....	2,500	Guatemala Coban .....	2,010	Mexico Ciudad Obregon .....	1,880	Nicaragua Managua North .....	2,310
Colombia Bogota North .....	2,755	Guatemala Quetzaltenango .....	2,330	Mexico Culiacan .....	1,980	Nicaragua Managua South .....	2,230
Colombia Bogota South .....	2,505	Guatemala Retalhuleu .....	2,305	Mexico Guadalajara .....	2,380	Nigeria Benin City .....	2,380
Colombia Cali .....	2,620	Haiti Port-au-Prince .....	1,880	Mexico Guadalajara East .....	1,900	Nigeria Calabar .....	2,480
Columbia Medellin .....	2,470	Hawaii Honolulu .....	3,640	Mexico Hermosillo .....	1,730	Nigeria Enugu .....	2,180
Colorado Colorado Springs .....	2,870	(Polynesian Cultural Center) .....	3,530	Mexico Merida .....	1,880	Nigeria Lagos .....	3,135
Colorado Denver North .....	3,255	Honduras Comayaguela .....	2,160	Mexico Mexico City Chalco .....	1,515	Nigeria Owerri .....	2,890
Colorado Denver South .....	3,275	Honduras San Pedro Sula East .....	2,730	Mexico Mexico City East .....	1,705	Nigeria Port Harcourt .....	2,880
Colorado Fort Collins .....	2,530	Honduras San Pedro Sula West .....	2,840	Mexico Mexico City North .....	1,580	North Carolina Charlotte .....	2,705
Costa Rica San Jose East .....	2,850			Mexico Mexico City Northwest .....	1,605	North Carolina Raleigh .....	2,305
Costa Rica San Jose West .....	2,880			Mexico Mexico City South .....	2,180	North Dakota Bismarck .....	2,740
Cote D'Ivoire Abidjan .....	2,530			Mexico Mexico City Southeast .....	1,780	Norway Oslo .....	3,240
Czech/Slovak .....	2,460					Ohio Cincinnati .....	2,195



Ohio Columbus .....	2,680	Russia Samara .....	1,640	(Solomon Islands).....	2,160	Washington Kennewick.....	2,240
Oklahoma Oklahoma City....	2,425	Russia St. Petersburg .....	2,110	Venezuela Barcelona.....	2,380	Washington Seattle.....	2,930
Oklahoma Tulsa .....	2,255	Russia Vladivostok.....	2,367	Venezuela Caracas.....	2,080	Washington Spokane.....	2,790
Oregon Eugene.....	2,765	Russia Yekaterinburg .....	1,890	Venezuela Maracaibo .....	1,880	Washington Tacoma .....	2,640
Oregon Portland.....	2,680	Samoa Apia.....	2,120	Venezuela Valencia.....	2,220	Washington Vancouver .....	3,090
Oregon Salem.....	2,115	Scotland/Ireland .....	3,390	Vietnam Hanoi.....	2,235	Washington Yakima .....	2,890
Panama Panama City.....	2,240	Sierra Leone Freetown .....	2,790	Virginia Chesapeake.....	2,840	West Virginia Charleston .....	2,290
Papua New Guinea Prt Moresby ..	2,080	Singapore .....	2,390	Virginia Richmond.....	3,230	Wisconsin Milwaukee .....	2,340
Papua New Guinea Lae.....	2,190	South Africa Cape Town .....	2,145	Washington DC North.....	3,390	Wyoming Mormon Trail.....	1,850
Paraguay Asuncion .....	2,050	South Africa Durban.....	2,390	Washington DC South .....	3,515	Zambia Lusaka .....	2,700
Paraguay Asuncion North....	2,190	South Africa Johannesburg.....	2,390	Washington Everett.....	2,690	Zimbabwe Harare .....	2,560
Pennsylvania Philadelphia....	2,630	South Carolina Columbia.....	2,545	Washington Federal Way.....	3,060		
Pennsylvania Pittsburgh .....	2,575	South Dakota Rapid City .....	1,730				
Peru Arequipa .....	1,930	Spain Barcelona.....	2,690				
Peru Chiclayo.....	2,140	Spain Madrid .....	2,455				
Peru Cusco .....	1,490	Spain Malaga .....	2,380				
Peru Huancayo .....	2,040	Sweden Stockholm .....	3,000				
Peru Iquitos .....	1,840	Tahiti Papeete .....	3,330				
Peru Lima Central.....	2,440	Taiwan Taichung.....	2,300				
Peru Lima East .....	2,115	Taiwan Taipei.....	2,530				
Peru Lima North.....	1,815	Tennessee Knoxville .....	2,390				
Peru Lima South .....	1,890	Tennessee Nashville .....	2,480				
Peru Lima West.....	1,930	Texas Dallas .....	2,160				
Peru Piura .....	1,940	Texas Ft. Worth.....	2,565				
Peru Trujillo North .....	1,415	Texas Houston .....	2,615				
Peru Trujillo South.....	1,415	Texas Houston East.....	2,710				
Philippines Angeles.....	1,875	Texas Houston South.....	2,840				
Philippines Bacolod.....	2,055	Texas Lubbock.....	2,315				
Philippines Baguio .....	1,815	Texas McAllen.....	2,400				
Philippines Butuan .....	2,080	Texas San Antonio .....	2,940				
Philippines Cagayan de Oro.....	1,980	Thailand Bangkok .....	2,140				
Philippines Cauayan .....	1,830	Tonga Nuku'alofa .....	1,850				
Philippines Cavite .....	1,990	(Native couples).....	880				
Philippines Cebu.....	2,180	Trinidad Port of Spain .....	2,730				
Philippines Cebu East.....	1,975	Uganda Kampala .....	2,895				
Philippines Davao .....	2,080	(Ethiopia).....	2,700				
Philippines Iloilo .....	1,450	(Rwanda).....	3,080				
Philippines Laoag.....	1,650	Ukraine Dnepropetrovsk.....	2,165				
Philippines Legazpi .....	2,310	Ukraine Kyiv .....	2,215				
Philippines Manila .....	2,155	Ukraine Lviv .....	1,910				
Philippines Naga .....	1,370	Uruguay Montevideo.....	2,955				
Philippines Olongapo.....	1,905	Uruguay Montevideo W .....	2,590				
Philippines Quezon City.....	2,330	Utah Logan.....	2,330				
Philippines Quezon City North.....	2,255	Utah Ogden.....	2,350				
Philippines San Pablo.....	1,775	Utah Orem.....	2,330				
Philippines Tacloban .....	2,210	Utah Provo .....	2,355				
Philippines Urdaneta.....	2,280	Utah Salt Lake City .....	2,380				
Poland Warsaw .....	2,105	Utah Salt Lake City Central .....	2,510				
Portugal Lisbon .....	2,240	Utah Salt Lake City East.....	2,580				
Portugal Porto .....	2,185	Utah Salt Lake City South.....	2,430				
Puerto Rico San Juan.....	3,380	Utah SLC Family and Church History Mission (Couples) .....	2,530				
Republic of Congo Brazzaville .....	3,340	(Single sisters) .....	1,890				
Romania/Moldova.....	2,190	Utah SLC Temple Square.....	2,470				
Russia Moscow .....	3,075	Utah Salt Lake City West.....	2,480				
Russia Novosibirsk .....	1,965	Utah St. George.....	2,080				
Russia Rostov-na-Donu.....	1,640	Vanuatu Port Vila .....	2,840				
		(New Caledonia) .....	3,080				

## RECOMMENDATION INSTRUCTIONS

### Completing your Online Recommendation

#### Prospective Senior Missionaries

Submit your missionary recommendation forms on the Internet using the Missionary Online Recommendation System (available in most countries; check with your priesthood leader). Languages enabled for online recommend: English, Portuguese, Spanish.

When prospective senior missionaries complete the missionary online recommendation forms, they are encouraged to indicate their interests and preferences regarding where and how they would like to serve. Please remember, assignments are made by the Lord through His ordained Apostles, and prospective missionaries should be willing to serve wherever and in whatever capacity they are called.

To complete your online recommendation forms:

1. Ask your bishop to initiate your online recommendation.
2. Open your Web browser (using Internet Explorer, Chrome, or Firefox; Safari is not supported).
3. Type **www.lds.org/mss** in the **Address** bar and then press the **Enter** key.
4. If you don't have an LDS Account (the same account used to access the stake and ward website and Family Search), click **Obtain an account**. Follow the steps on the LDS Account site to create an account with a user name and password. You will need your membership record number, which is on your temple recommend and an Email address. (For couples, each spouse must register for an LDS Account.) Contact your stake technology specialist if you need help with this step.
5. When your LDS Account registration is complete,

or if you already have an LDS account, type your user name and password on the Missionary Online Recommendation System sign-in page.

6. Click **Sign In**.
7. Complete each section in the candidate checklist.
8. Print out the medical and dental forms to be completed by your physician and dentist. You should not schedule your exams until you have completed your medical information in the system.
9. Accept and sign the privacy and release of information agreement. (For couples, each spouse must sign in separately using their LDS user name and password and complete this step.) This is required before submitting your recommendation to your bishop.
10. Click **Submit Recommendation Forms**.

Your bishop will forward the online forms to your stake president, who can submit them to the Missionary Department up to nine months before your availability date. Your call letter should be mailed three to four weeks after your stake president submits your recommendation.

**NOTE:**

Your MTC date may be delayed by VISA wait times, which are outside the control of the Missionary Department.

### For Bishops/Branch Presidents

To initiate a recommendation:

1. Sign in to the Missionary Recommendation System.
2. Click **Initiate New Recommendation**.
3. Select a type of candidate.
4. Type the candidate's membership record number and birth date, and then click **Next**.
5. Verify that the name displayed for the candidate is correct, select whether or not the candidate is a permanent member of your ward, and then click **Continue**. The candidate appears on the View All Candidates page under the heading "Candidate(s) Completing Forms."
6. If you need help, please call the Global Service Center at 801-240-4357, or 1-800-453-3860, ext. 24357.

**NOTE:**

The Missionary Online Recommendation system is available in English, Portuguese, and Spanish.

The Missionary Online Recommendation System is not currently available in the Africa, Asia, Asia North, and Europe East areas. Missionary recommendations from these areas should be submitted using the paper forms.

### New Instructions for Full-Time Live-at-Home Senior Missionaries

As of May 20, 2014 local priesthood leaders now have the ability to select an additional option in the Missionary Online Recommendation System for prospective senior missionaries to serve a full-time live-at-home mission.

Please review the following expectations with prospective senior missionaries before recommending them to serve a live-at-home mission:

- They should be 40 years of age or older.
- They should not have any dependent children under the age of 18 living at home.
- They should not be employed (either full or part-time) while serving.
- They will continue to be responsible for all their living expenses (e.g., food, housing, medical, insurance, transportation, etc.) and will not receive any financial support since they are serving while living at home.