



MISSION SEEK LIMITED PARTNER PACKAGE

The Mission Seek database connects enquirers and agencies, allowing enquirers to easily investigate a wide range of agencies including their mission and service opportunities, all in one accessible place.

These enquirers are strongly encouraged to enter their “personal profile” using the Mission Matching Service and check out the resulting “matches” with Limited and Full Partner Agencies.

The Limited Partnership package is designed for agencies that are interested in connecting with enquirers, but do not wish to regularly have to search the database.

Features of the Limited Partnership Package:

- Agency Description, Contact details and web link
- Vacancies advertised
- Short term teams advertised
- Agency information used as enquirers’ profiles are matched with the agencies
- Detailed Agency information displayed for enquirers
- Access to a list of enquirer’s profiles who have agreed to a privacy clause allowing agencies to view their data
- Regular Email from Mission Seek Administrator highlighting new and updated profiles
- Mission Matching Service – enquirers are able to see their match rate with your agency but you do not have access to this information

NB. Limited Partners can access limited details of all enquirers who have agreed to a privacy clause allowing agencies to view their data. Those enquirers who don’t agree to the privacy clause are still able to see the agencies information and their ‘match’ rate with each limited and full partner agency.

For further information contact the Mission Seek Administrator mms@missionsinterlink.org



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By completing the registration form below you agree to the following Limited Partnership Agreement

- **Contact with Mission Seek Administrator:** Appoint a contact person, who receives enquiries generated by your profile *and* an additional “link” person whom the Mission Seek Administrator can contact easily and who will also be responsible for entering and updating your agency information.
- **Update information regularly:** Keep your Agency Profile, Top Needs and Teams information current.
- **Recruitment:** Intentionally check the list of new or updated enquirer profiles sent by email approximately every two months, and following up enquirers who have expressed an interest in your agency as soon as possible.
- **Integrity:** Respect enquirers’ options and be prepared to refer them to other agencies if necessary.
- **Staff awareness:** Ensure your recruitment staff and office personnel are aware of the partnership you have entered into with MI to facilitate enquiries referred through MI.
- **Promotion:** Promote Mission Seek and related services through your agency, as appropriate.
- **Feedback:** Provide statistics re recruitment and enquiries generated through the Mission Seek Database and other information from time to time to assist with performance evaluation.
- **Privacy:** Agree to not use contacts from the MMS for purposes of fund raising or in any other way contravene the provisions of Australian Privacy legislation or MI Privacy policies.



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For your information, the Mission Seek Administrator role is 5 hours per week and generally on Tuesdays, though there is flexibility in this. The Administrator will endeavour to answer your enquiries as promptly as possible.

Please complete this form and email to the Mission Seek Administrator at mms@missionsinterlink.org.au

Agency Name	
Normal Abbreviation	
Agency Phone	
Website*	
Mailing Address*	
Contact Person*	
Contact Phone*	
Contact Email*	
Link Person	
Email Address	
Contact Phone	
Preferred days & times to be contacted	

** indicates that the provided information will be displayed on the website*

Payment details

Method:	Amount:
<input type="checkbox"/> Direct Deposit	<input type="checkbox"/> \$275 Annual Fee (includes GST)
<input type="checkbox"/> Cheque (attached)	<input type="checkbox"/> Donation \$..... (No GST)

This agreement is for a period of either: 12 months commencing 1st July 20__
 OR: ____ months commencing _____ 20__

For new Limited Partners joining part way through the year the fee is prorated per half-year

MI Bank Details for Direct Deposit or Transfer

Westpac 033-172 Account no: 270227 Account name: AEA Missions Interlink
 Reference – MMS (Your Agency Name)

Missions Interlink 44 Rutland St Box Hill Vic 3128
ABN 54 056 007 820
www.missionsinterlink.org.au
admin@missionsinterlink.org.au

This agreement will also constitute a **Tax Invoice** upon payment of the annual fee.