

# ROLE STATEMENT



Role Title:	Ministry Catalyst
Department/ Team:	South Zone
Location:	South Australia / Eyre Peninsula (most roles are home based with travel required)
Reports to:	Regional Manager

<b>Scripture Union Australia’s Vision &amp; Mission</b>	
<p>Scripture Union Australia (SUA) is an interdenominational Christian movement committed to providing Australian children, young people and families with opportunities to experience the transforming love of Jesus and to pursue a lifelong journey of discipleship.</p> <p>SUA is part of the worldwide Scripture Union movement, a movement of Christians working with churches to make God’s Good News known to children, young people and families and to encourage people of all ages to meet God daily through Bible reading and prayer.  <a href="http://scriptureunion.org.au">scriptureunion.org.au</a></p> <p>SUA is a charitable 'limited by guarantee' not-for-profit organisation comprising more than 900 staff and thousands of volunteers, working with churches and serving in communities in all states and territories across Australia.</p> <p>All SUA staff and volunteers are empowered and equipped to champion a child safe culture and are committed to the highest standards of safety and care in our work with children, young people and families.</p>	

<b>Purpose of Role</b>	
<p>The Ministry Catalyst works collaboratively with churches, schools and volunteers to grow and support SU’s ministry and mission opportunities in a district.</p> <p>The incumbent will contribute to the nurturing of a child safe culture and working environment.</p>	

<b>Key Relationships</b>	
<b>Primary Internal Relationships</b>	<ul style="list-style-type: none"> <li>● Regional and Zone team</li> <li>● Support Hub Team</li> <li>● Engage and Equip Department</li> </ul>

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<b>External</b>	<ul style="list-style-type: none"><li>● Local church leaders</li><li>● Volunteers</li><li>● Local support groups</li><li>● Community leaders and local schools</li><li>● Relevant organisations and networks</li></ul>
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Key Accountabilities	
Accountability areas	Responsibilities
Churches are connected with SU and SU programs and mission and ministry is grown and strengthened.	<p>This will be achieved by:</p> <ul style="list-style-type: none"> <li>Connecting with local pastors and churches and building relationships with them.</li> <li>Sharing about the ministries and programs of SU with these churches and advocate for connection and involvement</li> <li>Being part of promotion and profile-raising opportunities with churches and the Christian community.</li> <li>Representing SU in relevant networks and speaking at events as the opportunity arises.</li> <li>Offering ministry opportunities and building partnerships to develop ministry and mission</li> <li>Following through potential opportunities and connections with support from other SU teams.</li> </ul>
Churches and local Christians across Australia are inspired about mission and ministry with children and young people through SU, and are connected with Ministry Coordinators for this.	<ul style="list-style-type: none"> <li>Connecting with local churches and networks of Christian leaders and Christians and inspiring them about SU ministry.</li> <li>Ensure churches and their people view SUA as an excellent avenue to volunteering and investing in the lives of children, young people and families</li> <li>Building the SU movement by sharing the story of what SU is doing, building prayer support, nurturing volunteers and supporters and participating in fundraising &amp; communication strategies</li> <li>Support staff and volunteers to advocate for the work of SU at churches and community forums.</li> <li>Ensure businesses, local government and other community groups have an appreciation for the work of SUA in the community</li> <li>Promote the importance of child safety and the Childsafe system</li> </ul>
Growing Ministry	<ul style="list-style-type: none"> <li>Recruit, appoint and induct volunteers in cooperation with local churches, schools and support groups</li> <li>Partner with local churches, schools, volunteers, and communities in establishing new ministries</li> <li>Promote cross-pollination between different program types and diversification of ministry in your district</li> <li>Identify potential Team Leaders and encourage teams to recruit and grow their volunteer base.</li> </ul>
Ministry Support	<ul style="list-style-type: none"> <li>Provide oversight for SU ministries in the district. Ensure programs are approved and managed effectively.</li> <li>Provide ongoing support and training for teams towards achieving their strategic ministry goals</li> <li>Coach volunteers in SU ethos, best practice, programming, risk management and event administration.</li> </ul>
Team contribution	<ul style="list-style-type: none"> <li>Contribute to immediate and the broader teams in SUA</li> <li>Participate in SUA devotion activities and retreats</li> </ul>

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	<p>Contribute at team meetings Participate in wider organisation-based activities and learning opportunities Demonstrate behaviour in line with a child safe culture Comply with WHS requirements Protect own health and safety Protect safety of others. Report hazards, risks and incidents.</p>
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Qualifications and experience
<ul style="list-style-type: none"> <li>• Experience in a program development role, preferably within a not-for profit environment</li> <li>• Tertiary qualifications in ministry, youth work, leadership or related field</li> <li>• Leading and working with teams</li> <li>• Driver’s Licence is essential</li> <li>• Experience working across a range or Christian churches / denominations</li> </ul>

Competencies	
Competency areas	Definitions
<b>Technical / Professional</b>	Ability to attain competency in a variety of systems including; Salesforce, Safety Management Online, Join a Team
<b>Child safety awareness and leadership</b>	Role modelling behaviour for team members and others in the organisation that demonstrates the value of children and young people. Demonstrating and inspiring a commitment to child safety, child wellbeing and cultural safety.
<b>Collaboration</b>	Working effectively with others in the organisation (including fellow team members and people in other teams) to accomplish organisational goals and to identify and resolve problems.
<b>Communication (verbal and written)</b>	<ul style="list-style-type: none"> <li>• Using effective interpersonal skills to present ideas and views to individuals or groups (including nonverbal communication).</li> <li>• Targeting presentations to the characteristics and needs of the audience (should the role require giving presentations).</li> <li>• Expressing ideas clearly in any written format (memo, email, and letter) with correct spelling, grammar and structure.</li> <li>• Proficiency in public speaking, particularly at church services</li> </ul>
<b>Problem solving</b>	Analysing problems effectively, evaluating alternative courses of action, exercising sound judgement and taking action in line with the level of authority of the role.
<b>Self-management</b>	Managing one’s own wellbeing and workplace behavior in order to contribute to a positive culture within SUA. This includes: <ul style="list-style-type: none"> <li>• Maintaining and promoting social, ethical and organisational norms in line with a Christian ethos;</li> <li>• Taking actions that indicate a consideration for the feelings and needs of others; being aware of one's own behaviour;</li> <li>• Maintaining stable performance under pressure and managing one’s own stress effectively;</li> </ul>

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	<ul style="list-style-type: none"> <li>• Handling disappointment and/or rejection while maintaining effectiveness;</li> <li>• Demonstrating perseverance by staying with a plan of action until the desired objective is achieved;</li> <li>• Being open to change and willing to adapt to new directions; adapting working style to blend with changes; and articulating workplace concerns in a respectful and constructive manner.</li> </ul>
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Additional Requirements
<p>SUA requires that the incumbent:</p> <ol style="list-style-type: none"> <li>1. agree with, and agree to work under, the aims, beliefs and working principles of SU</li> <li>2. adopt and promote the priorities, principles and practices that characterise our movement and ministry with children, young people and families in our Australian context, as described in the SU Australia Ethos Statement</li> <li>3. be able to demonstrate a living and personal relationship with Jesus Christ</li> <li>4. be able to show strong Christian character evidenced by servant leadership, valuing of people in general and marginalised people in particular</li> <li>5. be a respectable member of a local Christian church or community we recognise</li> <li>6. a current Working With Children Check for child related employment</li> <li>7. be willing to work under SUAs Staff Code of Conduct</li> </ol>

Developed by	Regional Manager – South Australia
Approved By	Group Manager, People Services
Effective Date	(Month year)