ROLE STATEMENT

Role Title:	Ministry Catalyst
Department/ Team:	West Zone
Location:	Geraldton
Reports to:	Group Director, West Zone

Scripture Union Australia's Vision & Mission

Scripture Union Australia 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.

SU Australia 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. (scriptureunion.org.au)

SU Australia 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.

All SU Australia 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.

Purpose of Role

The Ministry Catalyst engages with children and youth ministers/pastors, churches and local Christians to see them engage with SU's programs, to strengthen and grow SU and local church ministry and mission.

The incumbent will contribute to the nurturing of a child safe culture and working environment.

Key Relationships	
Primary Internal Relationships	• Group Director, West Zone and West Zone Regional Managers (particularly the Ministry Leader). • Other Ministry Catalysts, Field Development Managers and staff involved in Church engagement.
Internal	• Ministry Coordinators, training and discipleship staff for the development and support of SU programs. • Ministry Coordinators team in the development and implementation of SU ministry and other Ministry teams, as necessary and appropriate.
External	• A broad range of people in the Christian community, especially children's and youth pastors.

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Key Accountabilities	
Accountability areas	**Responsibilities**
1. Children's and youth ministers and their churches are connected with SU and SU programs and mission and ministry is grown and strengthened.	This will be achieved by: • Connecting with local children and youth ministers and building relationships with them. • Sharing about the ministries and programs of SU with these children's and youth ministers (and their churches as opportunities arise) and advocating for potential points of connection and involvement to strengthen local church ministry and SU. • Being part of promotion and profile-raising opportunities with churches and the Christian community, including leading these opportunities with youth groups and Young Adult ministries. • Representing SU in relevant networks and speaking at events as the opportunity arises. • Looking for potential synergy opportunities with local church ministries and SU ministries. • Offering ministry opportunities and building partnerships to develop ministry and mission programs. • Following through potential opportunities and connections with relevant SU ministry coordinators and Leadership Team members.

2. 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.	• Connecting with local churches and broader networks of Christian leaders and Christians and inspiring them about SU ministry. • Drawing together teams of Christians to launch new camping and schools ministry. • Connecting with SU Team Leaders to identify potential Team Leaders and encourage their team to grow the volunteer base. • Working in the team to enable the SU 'ambassador' program and empowering SU volunteers to promote SU with their church small groups and develop new teams from this. • Connecting with churches in areas where there is new or existing SU Schools Ministry or Chaplaincy and encouraging links between the church and school, including recruiting volunteers. • Helping in the development of materials that will help churches and Christians to be inspired about mission and ministry. • Promoting and championing within the Christian community the benefits of partnering with SU in ministry. • Working with the Schools Ministry Coordinator to facilitate appropriate and effective connection with local schools and the setting up of relevant programs.
3. SU activities	• Actively seek opportunities to promote SU and its programs and activities • Build opportunities to link with other SU ministry to enhance ministry opportunities and effectiveness. • Maintain close and regular contact with the team of people who offer financial and prayer support of both the Ministry Catalyst and SU. • Complete SU reporting processes, implementing appropriate evaluation and information gathering.
4. Team contribution	• Contribute to the immediate team and the broader teams in SU Australia • Participate in SU Australia devotion activities including prayer retreats • 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 all incidents.

Qualifications and experience
• A Christian ministry qualification and experience in a church ministry role, especially next generations, is preferred. • Experience in and understanding of the school context is preferred.

Competencies	
Competency areas	**Definitions**
Technical / Professional	• An understanding of mission practice and theory and church contexts and the ability to relate these to SU's ministry contexts. • Upfront presentation skills. • Ability to network and connect with people, inspiring them to action. • Ability to identify and follow up new opportunities and interested individuals. • Ability to develop new ministry programs and activities. • Ability to uncover, utilise and share resources as appropriate in different contexts
Attention to detail	Accomplishing tasks, no matter how small, showing concern for all aspects of the job. Accurately checking processes and tasks. Ensuring others can rely on the accuracy of work completed by the incumbent.
Collaboration	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.
Communication (verbal and written)	Using effective interpersonal skills to present ideas and views to individuals or groups (including nonverbal communication). Targeting presentations to the characteristics and needs of the audience (should the role require giving presentations). Expressing ideas clearly in any written format (memo, email, and letter) with correct spelling, grammar and structure.
Continuous improvement	Using initiative to identify and suggest improvements to processes and procedures. Analysing options for procedural improvements and documenting outcomes.
Customer service	Making efforts to listen to and understand stakeholders (both internal and external). Anticipating stakeholders' needs and giving high priority to stakeholder satisfaction.

Problem solving	Analysing problems effectively, evaluating alternative courses of action, exercising sound judgement and taking action in line with the level of authority of the role.
Self-management	Managing one's own wellbeing and workplace behavior in order to contribute to a positive culture within SU Australia. This includes: ● Maintaining and promoting social, ethical and organisational norms in line with a Christian ethos; ● Taking actions that indicate a consideration for the feelings and needs of others; being aware of the impact of one's own behaviour; ● Maintaining stable performance under pressure and managing one's own stress effectively; ● Handling disappointment and/or rejection while maintaining effectiveness; ● Demonstrating perseverance by staying with a plan of action until the desired objective is achieved or is no longer required; and 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.
Teamwork	Active participation in team effectiveness. Taking actions that demonstrate consideration for the feelings and needs of others. Being aware of the effect of one's behavior on others. Proactively developing relationships. Using appropriate interpersonal styles and methods to inspire, guide and persuade others toward goal achievement. Working independently to a high performance standard when required.
Time management	Organising one's own workload to prioritise tasks appropriately and meet deadlines. Adjusting personal work routines to complete tasks required by others when necessary. Considering other people's needs when determining order of work to be completed. Being proactive.

Additional Requirements
The position requires some weekend and out-of-hours work. SU Australia requires that the incumbent: 1. agree with, and agree to work under, the aims, beliefs and working principles of SU 2. be able to demonstrate a living and personal relationship with Jesus Christ 3. be able to show strong Christian character evidenced by servant leadership, valuing of people in general and marginalised people in particular 4. be a respectable member of a local Christian faith community we recognise 5. be in receipt of a current positive Working With Children Check for the purposes of child related employment 6. be willing to work under SU Australia's Staff Code of Conduct

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Developed by	Group Director, West Zone
Approved By	Group Manager, People Services
Effective Date	December, 2021