

## **Director of National Ministries**

### **Job Description**

**Job Title:** Director of National Ministries

**Location:** Glasgow, Milton Street office

**Responsible to:** The Chief Executive Officer

**Line Management of:** Regional Team Leaders, Missions Development Manager

**Contract Term** Full-time, permanent

#### **OVERVIEW:**

Scripture Union (SU) Scotland's vision is:

**To see the children and young people of Scotland  
exploring the Bible and responding to the significance of Jesus**

We are an interdenominational movement committed to reaching the children and young people with the good news of Jesus Christ. Much of our work is in schools, residentials and missions either working with children and young people or encouraging and enabling volunteers and churches to develop their ministry amongst them. In all our activities we seek to place emphasis on prioritising the disadvantaged, working with the church, taking account of family context and evaluating the effectiveness of ministry.

Staff are expected to -

- demonstrate continual reliance on God through active participation in and leadership (as required) of prayer and Bible teaching
- consistently demonstrate Christ-likeness in attitude towards others and in behaviour at work.

#### **Purpose:**

- a) To act as part of the Senior Leadership Team to bring strategic leadership and spiritual direction to the organisation, ensuring that the Bible and prayer are central to personal life, to the work of those for whom they are directly responsible and to the wider organisation
- b) To direct and develop the National Ministries department of the organisation (see the organisation sheet attached), enabling fulfilment of the vision of SU Scotland. This involves:
  - Working with and supporting the Regional Team Leaders to develop strategies to fulfil the vision across the SU-designated regions of Scotland
  - Identifying and addressing challenges and opportunities presented by the changing environment in education and amongst young people in Scotland

## **Working Relationships:**

**Internal:** CEO, Director of Development, Director of Residentials and Resources, Board, National Ministries Board Committee and its operational committees, Student Exec, Communications Coordinator, Centre Directors, Finance Manager, Holidays' Manager, HR Manager and Adviser, IT Coordinator, Prayer Coordinator, Support Development Manager, 'Urban' Ministries' Champions, Volunteers Manager, Strategic Focus Groups, SU Action Groups, Associate Trusts

**External:** Youth ministry leaders, Church Leaders, Christian leaders in Education, Christian Values in Education, groups, including cross-cultural groups, with an interest in working with children/young people

## **Main Tasks**

### **1. Working as part of the Senior Leadership Team:**

- 1.1. Undertaking agreed roles in the overall leadership of the charity, including leading prayer and Bible engagement sessions and modelling commitment to the vision of seeing children and young people exploring the Bible and responding to the significance of Jesus
- 1.2. Discerning God's will for the charity and ensuring that the core values of dependence on God and deepening relationships are expressed in every area of SU Scotland's work
- 1.3. Building relationships and exploring possibilities for partnership with leaders in churches, Christian organisations and in education
- 1.4. Providing advice and insight to the Senior Leadership Team and other managers on the core functions of the National Ministries Department
- 1.5. Ensuring that SU Scotland operates as a coherent organisation where staff are helped to see their contribution beyond their department
- 1.6. Other tasks allocated or delegated by the CEO

### **2. Working to provide clear opportunities for children and young people to explore the Bible and respond to the significance of Jesus; through**

- 2.1. Promoting and delivering the agreed strategy across the regions of Scotland and regularly evaluating the effectiveness of delivery
- 2.2. Developing strategies for ministry including work in and with schools, Missions (in partnership with local churches); ministry to the Disadvantaged; volunteer SU Action Groups; Associate Worker Trusts
- 2.3. Working with the Holidays Department and Centre Directors to provide an effective joined-up strategy between schools' and missions' ministry and all residential events
- 2.4. Working with the Volunteers Manager to ensure volunteers involved in schools and Missions ministry are accredited, supported and developed.
- 2.5. Working with the Director of Development to ensure the provision and promotion of discipleship and leadership development opportunities for young people
- 2.6. Participating in SU Scotland events for children and young people and leading these events where appropriate
- 2.7. Growing financial, prayer and volunteer support across the regions
- 2.8. Identifying and filling gaps in provision of ministry resources and policy statements, whether through procurement or production

**3. Leading the National Ministries Team by –**

- 3.1. Casting a vision to staff and volunteers in National Ministries of God's mission and ensuring that the good news of Jesus is clearly and effectively communicated to children and young people
- 3.2. Planning and chairing regular and frequent meetings of the National Ministries Leadership Team
- 3.3. Using the SU Scotland coaching style of leadership, line-manage and develop the Regional Team Leaders and Mission Development Manager professionally and spiritually, both as individuals and as a team
- 3.4. Taking responsibility, in collaboration with National Ministries Leadership Team colleagues, for production of an annual departmental budget and ensuring adherence to the agreed budget
- 3.5. Ensuring National Ministries staff are recruited, trained, coached, performance managed and developed in their understanding of the Christian faith and in appropriate skills for their work
- 3.6. Developing a support-raising strategy with agreed targets across the National Ministries Department
- 3.7. Line-managing the Missions Development Manager and working together with them to develop the programme of Missions across Scotland
- 3.8. Overseeing the Associate Worker Scheme; seeking development of new Associate Trusts and ensuring the provision of support and training to the existing Scheme members
- 3.9. Overseeing the growth and development of volunteer Action Groups

**4. Support Raising**

Building partnerships with existing and potential supporters to encourage prayer, giving and volunteering support both for the Director role and the wider ministry of SU Scotland. The means of engagement will be tailored according to the nature of the role and personal circumstances and a tailored action plan will be agreed with your line manager, the Chief Executive

**5. In common with all SU Scotland staff members:**

- 5.1. Further the aims and activities of SU Scotland
- 5.2. Undertaking professional development through active participation in regular work coaching, appraisals, supervision and internal or external training as required or individually identified. All staff are required to attend the annual Staff Conference (usually 3 days). In addition, National Ministries Department have regular gatherings (48 hrs, 3 times a year) plus team gatherings, coming together to express dependence on God and deepening relationships.
- 5.3. Taking part in other SU activities where appropriate.
- 5.4. Demonstrating commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond

**6. In common with all SU Scotland Line Managers:**

Take responsibility for ensuring that staff development policies and practices are implemented for all members of staff within her/his area of accountability – including regular coaching and performing an annual development review for each member of accountable staff

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The above list is intended to give an indication of the range of duties for the role, other tasks / responsibilities, appropriate to the remit, will be expected as required.

**Occupational Requirement**

An Occupational Requirement applies in terms of the Equality Act (part 1, schedule 9), This post requires the occupant to have a personal faith in Jesus Christ as Saviour and Lord and to believe the Bible to be fully trustworthy, in all that it affirms, and the highest authority for faith and life in keeping with SU Scotland's statement of faith. These principles require to be applied alongside the professional skills required in this role.

**Appointment will be subject to a satisfactory PVG Scheme Disclosure.**