

**Regional Ministries Department
Regional Worker
Job description**

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| JOB TITLE: | Regional Worker for Ayrshire (Full-time) |
| WORKPLACE LOCATION: | Ayrshire Office |
| RESPONSIBLE TO: | West Team Leader |
| RESPONSIBLE FOR: | Administrator |
| CONTRACT TERM: | Three years fixed term, to become permanent where funding permits. |

PURPOSE: To fulfil the vision and values of Scripture Union Scotland in Ayrshire – encouraging children and young people to explore the Bible and respond to the significance of Jesus and helping them to grow in Christian maturity.

WORKING RELATIONSHIPS

Internal: Admin staff, Regional Team Leader, Holidays and Centres Staff, Volunteers Unit Staff, Support Services Staff, Regional Staff Team, Prayer Coordinator, Church Relationships Coordinator, Missions Coordinator, Bible Alive Coordinator, SU volunteers.

External: Children and young people, Head Teachers and school staff, Church Leaders, Youth Workers, Parents.

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, residential 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 the family context of the children and young people we work with and evaluating the effectiveness of ministry.

Regional staff are expected to demonstrate dependence on God and commitment to deepening relationships through active participation in and leadership of prayer and Bible teaching as required, and to consistently demonstrate Christ-likeness in attitude towards others and in behaviour at work.

This role will work out of the Ayrshire office where there is also administrative support. Professional development is taken seriously for those on the staff team and regular training opportunities, formal and informal, are provided within SU Scotland and with other agencies.

MAIN TASKS AND RESPONSIBILITIES

These bullet-points seek to outline the scope of the role. Emphasis may vary depending on individual gifting and experience, local variation, and current issues; and will be discussed through line-management.

- 1. To lead and oversee the Schools' Ministry of SU Scotland in a designated area:**
 - developing and supporting new and existing Christian groups in schools as a means to both evangelism and discipleship
 - recruiting, motivating, training and supporting volunteers to lead these groups
 - equipping and enabling Christians pupils to live as Christians in school, sharing their faith and putting it into practice
 - growing the Prayer for Schools network in the region
 - teaching the whole message of the Bible and the Christian festivals within the RME curriculum
 - promoting Schools' residentials at SU Scotland Activity Centres.

- 2. To develop a strategy for residential ministry in the region:**
 - promoting the SU Scotland programme of weekend and week-long residential events within schools and in partnership with churches
 - maintaining and developing an appropriate programme of residential weekends for the region
 - leading or participating in residentials throughout the year
 - recruiting volunteer team members for residential events
 - encouraging appropriate follow up activities for young people attending residentials
 - demonstrating Christian faith whilst living amongst young people and volunteers on residentials

- 3. To promote opportunities for church-based and community mission within the region:**
 - working with the Missions Coordinator to develop opportunities for missions within the region
 - encouraging the development of new missions with churches and linking with opportunities for schools work
 - leading or participating in missions throughout the year
 - recruiting volunteer team members for missions
 - encouraging appropriate follow up activities for young people attending missions

- 4. To create opportunities for discipleship with children and young people in the region:**
 - encouraging children and young people to meet God daily through the Bible and prayer
 - support existing discipleship groups and promote the creation of new ones
 - identifying, equipping and resourcing volunteers to lead discipleship groups
 - promoting the COmMISSION programme with churches, volunteers and senior pupils
 - leading or participating in training and review events within the COmMISSION programme
 - establishing and participating in events aimed at drawing together children from school SU groups and churches

- 5. To work in partnership with local churches:**
 - communicating with church leaders, children's and youth leaders in appropriate ways

- helping congregations consider the opportunities within their local schools
- speaking at church services and other church meetings

6. To enhance the ministry in the region through engagement with volunteers:

- recruiting, supporting, encouraging and training volunteers
- ensuring that the Recruitment and Monitoring of Volunteers Policy is appropriately maintained in the area
- providing opportunities for volunteers to learn 'on the job'
- working with existing action groups and seeking to establish new action groups
- communicating regular prayer news and encouraging or establishing local prayer groups

7. To take responsibility for the smooth administration of the work, including:

- managing communication including prayer news, website updates, and other local mailings
- keeping a record of school activity, group leader information and preparing reports such as the impact report.
- working with action groups and others to maintain up to date information about local churches

8. To be involved in support raising:

- building partnerships with existing and potential supporters to encourage prayer, giving and volunteering support for your area and the wider ministry of SU Scotland. The means of doing this will be tailored according to the nature of your role and personal circumstances and an action plan agreed with your line manager

9. Management

- working with and line management of an Administrator in line with SU policies and processes
- responsible for clear communication of expectations and providing feedback on work performance/development of staff who provide an administrative service to the Regional Team
- taking responsibility for ensuring that staff development policies and practices are implemented for all members of staff within her/his area of accountability – including performing an annual development review for each member of accountable staff

10. To attend the annual Staff Conference (usually 3 days), Regional Ministries Department events (48 hrs 3 times a year) and team gatherings to come together to depend on God and deepen relationships, and receive appropriate training.

OTHER DUTIES

In common with all SU Scotland staff members:

- further the aims and activities of SU Scotland
- undertake 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
- take part in other SU activities where appropriate, including national committees and events as agreed with your line manager

- demonstrate commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond

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.

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.

June 2016 updated July 2018