

## Job Description

### National Ministries Department

<b>JOB TITLE:</b>	Schools Ministry Coordinator for Renfrewshire, East Renfrewshire and Inverclyde
<b>LOCATION:</b>	Working from Home, with access to the Glasgow office
<b>RESPONSIBLE TO:</b>	West Team Leader
<b>CONTRACT TERM:</b>	1 year fixed term, part-time (0.4 FTE) [This role has been created as Maternity Cover for one of the Regional Workers for Renfrewshire, East Renfrewshire and Inverclyde]

#### OVERVIEW

Scripture Union (SU) Scotland's vision is:

***To see every child and young person in 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.

SU Scotland staff are expected to demonstrate continual reliance on God through active participation in and leadership (as required) of prayer and Bible teaching; and to consistently demonstrate Christlikeness in attitude towards others and in behaviour at work.

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.

#### WORKING RELATIONSHIPS

**Internal:** Regional Worker for Renfrewshire, East Renfrewshire and Inverclyde, Admin staff, Regional Team Leader, Holidays and Centres Staff, Volunteers Department Staff, Support Services Staff, National Ministries Staff Team, Prayer & Church Partnerships Coordinator, Missions Development Manager, Young Leaders Development Coordinator, Bible Alive Coordinator, SU volunteers.

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

#### PURPOSE

To fulfil the vision of Scripture Union Scotland in the Renfrewshire, East Renfrewshire and Inverclyde region, working towards seeing children and young people EXPLORING the Bible together in schools, at centres and in the community; playing a part in EQUIPPING young people to live for Jesus at school, at home, in church and in the world; and to multiply ministry by ENABLING others to partner with us.

#### 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.

- 1 To create opportunities for children and young people in the region to EXPLORE the Bible and respond to the significance of Jesus.**

### **1.1 Lead & Develop SU Scotland Schools Ministry**

- Supporting ongoing ministry in/for schools, including in-school, outdoor and online SU Groups.
- Promoting opportunities within the region and developing new SU Groups.
- Working with the Area Leader to develop a programme of weekends (residential or day camps) for the region.
- Being involved in teams delivering weekend events for young people from the region
- Demonstrating Christian faith whilst living amongst young people and volunteers on residential.
- Establishing and maintaining positive relationships with schools, including the promotion of SU Scotland's RME resources (Christian Festivals, Bible Alive and MOVE).
- Recruiting, motivating, training, equipping and supporting volunteers to lead these groups/activities.
- Providing opportunities for volunteers to learn 'on the job'.

### **1.2 Promote other SU Scotland Events & Activities**

- Promoting and encouraging participation in the SU Scotland programme of weekend and week-long residential events within schools.
- Encouraging appropriate follow up for young people from the region who attend SU Scotland residential and events.
- Working with the relevant SU Scotland staff members and partners to develop schools ministry among children and young people from disadvantaged backgrounds.

## **2 To promote opportunities for EQUIPPING children and young people in the region to live for Jesus.**

### **2.1 Discipleship & Training**

- Encouraging children and young people to meet God daily through the Bible and prayer.
- Equipping and enabling Christian pupils to live for Christ at school, at home, at church and in the community by promoting:
  - Equip! Events
  - Equip! Senior Pupil Leader Training

### **2.2 COMMISSION**

- Promoting the COMMISSION and Gap Year programmes with churches, volunteers and senior pupils.

## **3 To multiply ministry by ENABLING others to partner with us.**

### **3.1 Partnership Development & Communication**

- Communicating with prayer partners and financial supporters in the region through regular newsletters and updates.
- Connecting with or establishing Prayer Groups in the region.
- Encouraging local Action Groups<sup>1</sup> to be involved in the development of schools ministry.
- Growing the Pray for Schools network in the region.
- Developing and implementing a support-raising plan for your Region. Support Development staff will resource you for this task and your line manager will agree an action plan with you that reflects the nature of your role. Time is set aside as part of the working week for these tasks. Action plans may include:
  - personal approaches to potential donors and prayer supporters to invite them to partner in your ministry
  - regularly updating your action plan and keeping track of tasks undertaken
  - regular communication with existing prayer and financial supporters to ensure they are well-informed and their contribution appreciated
  - promoting volunteer opportunities

### **3.2 Churches**

- Connecting with church leaders, children's workers and youth leaders in the region.
- Sharing the vision of SU Scotland's ministry at church services and other church meetings.
- Helping congregations consider the opportunities within their local schools.

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<sup>1</sup> An 'Action Group' is a group of volunteers who work alongside SU Scotland staff to assist and support in ministry within a specific area.

**4 To ensure that information about the region is kept up to date.**

- Working with an administrator to keep accurate records of school activity, group leader information, church contacts, etc.

**OTHER DUTIES**

**5 Events & Gatherings**

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

**6 SU Scotland**

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.
- take part in other SU activities where appropriate, 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.**