**Scripture Union Scotland**

**National Ministries Department**

**Job Description**

**Job Title: Dundee and Angus Schools Ministry Co-ordinator**

**Hours of Work 15 hours/week (0.4FTE)**

 **With aa term time only option of 39 weeks/ year (0.3FTE)**

**Workplace location: Home**

**Responsible to: North Team Leader**

**Overview of Scripture Union Scotland**

**We have one vision:**

To see every child and young person in Scotland exploring the Bible and responding to the significance of Jesus.

**We have two values:**

Dependence on God

Deepening relationships

**We have three priorities:**

1. Rebuilding activities following the impact of COVID-19
2. Focusing on expanding the key areas of Digital and Disadvantaged ministry
3. Investing in young people growing in their faith

**We have four outcomes for children and young people:**

Discovering God’s love for them
Exploring the Bible together
Responding to Jesus
Flourishing in their faith

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

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

**Working Relationships**

Internal: The successful applicant will work alongside the existing Regional Worker (0.6FTE) completing our staff team in this area.

 Regional Team Leader, Volunteers Department Staff, Support Services Staff, National Ministries Staff Team, Prayer & Church Partnerships Coordinator, Young Leaders Development Coordinator, Bible Alive Coordinator, Ministry at the Margins Coordinator, SU Scotland Volunteers, Holidays and Centres Staff and Missions Development Manager.

 Administrative support will come from the Aberdeen office.

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

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**

The focus of this role is the development of schools ministry, and particularly SU Groups, in Dundee and Angus through recruiting, motivating, training, equipping and supporting volunteers

The main tasks and responsibilities of the Schools Ministry Co-ordinator are listed below. These bullet points seek to outline the scope of the role. Emphasis may vary depending on individual gifting and experience and current issues; and will be discussed through line-management.

1. **To contribute to and implement an integrated ministry plan for the Dundee and Angus Region for 2021-2024 that reflects the SU Scotland vision, values, priorities and outcomes above.**
2. **To create and promote opportunities for children and young people in the region to DISCOVER God’s love for them at school, at home, at centres and in the community.**
* Establishing and maintaining positive relationships with schools, including contributions to RO and RME programmes through established digital or face to face packages such as Bible Alive, Christmas Journey, Colour in Easter, etc.
* Deepening relationships with ‘urban’ ministry partners in the region and participating in ministry among the marginalised in the region
1. **To create opportunities for children and young people in the region to EXPLORE the Bible together at school, at home, at centres and in the community**
* Developing and supporting new and existing expressions of ministry in/for schools, including online and outdoor SU Groups
* Supporting existing discipleship groups and promoting the creation of new Connect groups where appropriate
* Promoting SU Groups and Connect Groups within schools and churches
* Recruiting and training volunteers including senior pupils to lead these groups/activities
1. **To create opportunities for children and young people in the region to RESPOND to the significance Jesus**
* Promoting and attending where practical regional weekends or national residential events
* Demonstrating Christian faith whilst living amongst young people and volunteers on residentials
* Promoting SU Holidays, Missions and other holiday time events
* Attending appropriate holiday time events if a year round appointment
* Encouraging appropriate follow-up activities for young people attending residentials
1. **To highlight opportunities for children and young people in the region to FLOURISH in their faith**
* Identifying and investing in a small group of young people with leadership potential
* Promoting the creation of new Connect Groups where appropriate
* Equipping and enabling Christian pupils to live for Christ at school, at home, at church and in the community and beyond by
* promoting and getting involved in the Equip programme: Events, Seminars and Training (for pupil leadership of SU Groups)
* encouraging children and young people to meet God daily through the Bible and prayer
* Promoting the COmMISSION and Gap Year programmes with churches, volunteers and senior pupils
1. **To contribute to national ministry, training and resource development projects**
* Participating in one or more of the following, depending on gifting and areas of expertise:
* RME: resources such as Bible Alive or the Christian Festivals
* Equip Training (for senior pupils) & GO Conference
* COmMISSION
* SU Group Resource Development including SHINE
1. **To develop and strengthen ministry partnership, and invite others to partner with us**
* Recruiting, training, supporting and encouraging volunteers in the region, including:
* growing the number of SU Group volunteers and Team Leaders
* investing in a small number of key volunteers in the region, including younger volunteers with leadership potential
* ensuring that the Recruitment and Monitoring of Volunteers Policy is appropriately maintained in the area
* Connecting with and growing the prayer network in the region, including SU Scotland Prayer Groups and the Pray for Schools network
* Working with existing Action Groups and seeking to establish new Action Groups
* Communicating with church leaders, children’s and youth leaders in the region
* Sharing the vision of SU Scotland’s ministry at church services and other church meetings
* 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 (10% of your time)
* 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
1. **To ensure effective administration of the work, including:**
* Keeping the Impact Study up to date
* Maintaining appropriate records of school activity and other data
* Updating information about local schools and churches

**OTHER DUTIES**

1. **Events & Gatherings**

Part-time staff are expected to attend a pro rata amount of the annual two-night Staff Conference, National Ministries Department events (NM ‘overnights’ 3 times a year) and regional team gatherings to come together to depend on God, deepen relationships, and receive appropriate training.

1. **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 Scotland activities where appropriate, including national committees and events, e.g. the Big Celebration
* Demonstrate commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond

**1st November 2021**