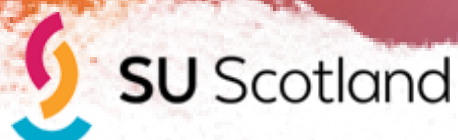


RECRUITMENT PACK



**Independent Schools
Worker, West Team (maternity
cover)**
February 2026



Scripture Union Scotland is registered in Scotland as a charity (no.SCO11222)
and as a company limited by guarantee (no.SC54297).

New Olympia House, 13 Olympia Street, Glasgow, G40 3TA.
suscotland.org.uk | 0141 332 1162



Recruitment Pack

Independent Schools Worker, West Team

June 2026

Hello.

Thank you for taking the time to check out this Independent schools worker role with SU Scotland, as part of our West Team. This is a fixed-term appointment to provide maternity cover.

Our shared vision is to see every child and young people in Scotland exploring the Bible and responding to the significance of Jesus.

We're probably best known for our work in schools, with churches and in SU centres. not to mention our dynamic programme of holidays and camps for children in P5 through to S6 where we say to every child and young person, "You belong here."

This role will be part of our Local Ministries Department and the focus of this role is the development of local ministry hubs and independent schools' work (particularly SU groups) in the West. This will be through recruiting, motivating, training, equipping and supporting volunteers.

Please enjoy reading through the enclosed recruitment pack and if you have questions about the role prior to applying, just shout.

Meantime, be assured of our prayers for you and others giving serious consideration to whether this could be the right thing for you.

Here's to seeing further ministry developments in the lives of children and young people and may their lives be transformed by hearing and knowing of God's love for them!

Robin



Robin MacLellan, CEO
robin.maclellan@suscotland.org.uk



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ABOUT SU SCOTLAND

Scripture Union Scotland is part of the worldwide family of Scripture Union movements that began in the nineteenth century and now operate in over 130 countries across the world.

We are a Christian charity working in partnership with local churches and other sympathetic organisations. More than 2,500 volunteers are involved in helping to run our activities, together with around 140 staff and associate workers.

- Our SU Holidays and weekends are the place to be for high energy activities, music, crafts, friends, fun, camping and a whole lot more with Magnitude. Festival adding a dynamic new dimension to the mix.
- Our residential centres are places of adventure, escape, discovery and hope, hosting thousands of school pupils on residential breaks each year.
- We work in schools throughout the academic year. SU workers and volunteers contribute to the curriculum in many of Scotland's schools.
- Our discipleship programme helps young people to grow, learn, explore and develop leadership skills.



OUR VISION & VALUES

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

Everything we do is governed by two core values: [dependence on God](#) and [deepening relationships](#).

We love to see children and young people:

- **Feeling valued and accepted in every encounter with SU Scotland** being able to express their views, engage with others, and grow in confidence as they recognise and develop their abilities.
- **Exploring the key stories and events from the Bible**, reading and studying the Bible on their own and with others, and growing in their understanding of God and what it means to follow him.
- **Having opportunities to learn about Jesus**. Making the decision to follow Jesus, and having the confidence to reflect this in their choices, attitudes and actions.





OUR STRATEGY 2024+

VISION

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

VALUES

Everything we do is governed by our core values of Dependence on God and Deepening Relationships

OUTCOMES

we seek for children and young people

Discover

Discover God's love for them
Encounter God's goodness through the service of his people
Explore God's world

Explore

Explore and understand the Christian faith
Read the Bible and understand its big story

Respond

Space to reflect and make a response to the Gospel
Children and young people coming to faith

Flourish

Confidence in living for Jesus and sharing faith
Grow as a disciple and young leader
Help disciple others

ANCHORS

As we work we will do so with:

Bibles open – Prayer central – Ministry at the Margins prioritised – Volunteers first – Disciples making disciples – Serving churches – Residentials transforming lives

JOB OVERVIEW

Job Title: Independent Schools Worker, West team (maternity cover)

Purpose: To fulfil the vision and values of SU Scotland through the development of Local Ministry Hubs and independent schools' work (particularly SU groups) in the West

Salary: £11,308 – £12,071 per annum (£28,270 – £30,177 pro rated), plus generous employer pension contributions.

Location: New Olympia House or Gowanbank and role related attendance in region as required

Contract: Part-time – 15 hours per week; fixed term (end August 2026 – end June 2027)

Managed By: West Team Leader

Key Relationships: Internal

Local Ministries West Team, Director of Local Ministries, wider Local Ministries Staff Team, Volunteers Department, Bible Alive Coordinator, Missions Development Manager, Prayer & Church Partnerships Coordinator, Young Leaders' Development Lead, ASN Development Coordinator, Holidays and Centres Staff.

Administrative support will come from the Gowanbank Office.

External

SU Scotland Volunteers, Children and young people, Head Teachers and school staff, Church Leaders, Youth Workers, Parents.





TASKS & RESPONSIBILITIES

1. To contribute to and implement an integrated ministry plan for the West Independent Schools, for 2026 - 2027, that reflects the SU Scotland vision, values, priorities and outcomes above.

2. To create and promote opportunities for children and young people in the area 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 digital or face to face packages such as Bible Alive, Christmas Journey, Colour in Easter, etc.

3. To create opportunities for children and young people in the area to EXPLORE the Bible together at school, at home, at centres and in the community.

- Developing and supporting new and existing service in/for schools.
- Promoting SU Groups and Connect Groups within schools and churches.
- Recruiting and training volunteers including senior pupils to lead these groups/activities.

4. To create opportunities for children and young people in the area to RESPOND to the significance Jesus.

- Demonstrating Christian faith whilst living amongst young people and volunteers on residential.
- Promoting SU Holidays, missional opportunities and other holiday time events.
- Attending appropriate holiday time events.
- Encouraging appropriate follow-up activities for young people attending residential.

5. To highlight opportunities for children and young people in the area to FLOURISH in their faith.

- Identifying and investing in a small group of young people with leadership potential.
- Equipping and enabling Christian pupils to live for Christ in every area of life by:
- Promoting 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, etc.
- Promoting the COMMISSION and Gap Year programmes with churches, volunteers and senior pupils.

TASKS & RESPONSIBILITIES

6. To develop and strengthen Ministry Partnership, and invite others to partner with us

- The establishing and development of Local Ministry Hubs in each of the geographical areas around the High Schools, in partnership with local churches.
- Recruiting, training, supporting and encouraging volunteers in the area, including:
 - growing the number of SU Group volunteers and Team Leaders.
 - investing in a small number of key volunteers in the area, 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 area through Local Ministry Hubs and the Pray for Schools network.
- Communicating with church leaders, children's and youth leaders in the area.
- Sharing the vision of SU Scotland's ministry at church services and other church meetings.

7. To ensure effective administration of the work, including:

- Keeping the Impact Study up-to-date on CRM.
- Maintaining appropriate records of school activity and other data.
- Updating information about local schools and churches.

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.

OTHER REQUIREMENTS

In common with all SU Scotland staff members:

- Further the aims and activities of SU Scotland.
- Undertaking professional development through active participation in annual work appraisals, supervision and internal or external training as required or individually identified.
- Taking part in other Scripture Union activities where appropriate.
- Demonstrating commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond.



PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
Work Experience / Skills		
Excellent written communication and presentation skills	✓	
Computer literate, experience of Word, Excel, PowerPoint	✓	
Demonstrate understanding of the Scottish school system	✓	
Ability to communicate effectively in a variety of settings, with a wide age range of people (educational, multi-agency partnership, churches)	✓	
Awareness of the Scottish church scene		✓
Experience of working in schools	✓	
Experience of ministry at the margins		✓
Teaching or relevant experience with young people	✓	
Leadership		
Ability to inspire confidence and accept responsibility in a variety of contexts	✓	
Experience of envisioning, training and supporting volunteers	✓	
Understanding of appropriate delegation	✓	
Education		
Degree-level qualification or professional equivalent qualification	✓	
Social		
A practising Christian whose lifestyle is in keeping with SU Scotland's ethos and statement of faith and having the confidence of his or her church fellowship	✓	
Ability to undertake evening and weekend duties	✓	
Ability to establish positive relationships with children, young people and adults	✓	
Aptitude		
Ability to articulate biblical truth and share clearly especially with children and young people	✓	
Ability to encourage others in Christian discipleship	✓	
Ability to represent the organisation in a professional manner	✓	
Capacity to multi-task across a number of simultaneous projects	✓	
Ability to be both self-motivated and an adaptable team player	✓	
Willingness to engage with all aspects of ministry partner development	✓	
Other		
Willing to use own transport and have a full current driving licence	✓	
Able to demonstrate knowledge and understanding of Scripture Union Scotland		✓

A photograph of two young women with long red hair, smiling and looking towards the camera. They are wearing white t-shirts. The background is a blurred outdoor setting with other people and greenery.

TERMS & CONDITIONS

HOURS

The post is fixed term (End August 2026 – End June 2027) and part time, working 15 hours per week. This role will require occasional evening and weekend working.

PROBATIONARY PERIOD

The first three months of your employment will be probationary. Your performance will be reviewed throughout this period. If your performance is satisfactory at the end of this period, your appointment will be confirmed. The employer reserves the right to extend your probationary period.

TERMINATION OF EMPLOYMENT

During the probationary period the notice required to be given either by you or Scripture Union Scotland to terminate your employment is one week. Except during the probationary period, the length of notice which you are obliged to give the company to terminate your employment is three months. Except during the probationary period, the length of notice which you are entitled to receive from the employer to terminate your employment is four weeks until you have been continuously employed for five years. Thereafter, you will be entitled to one further week's notice for each completed year of service up to a maximum of twelve weeks. Your employment may be terminated summarily in the event of a breach of contract by you that warrants summary dismissal.

SALARY

£11,308 – £12,071 per annum, depending upon experience (£28,270 – £30,177 pro rated). You will be paid in arrears on a monthly basis, on or before the 28th of each month.

PENSION ARRANGEMENTS

SU Scotland operates a Group Personal Pension Scheme for employees over 18 and under 75 years of age. An employer's contribution of between 5% and 9% of total pensionable salary will be paid (the actual amount depending on your level of employee's contribution.)

LIFE INSURANCE COVER

Life insurance cover of three times your annual salary is provided, with the premium being paid for by SU Scotland.

HOLIDAYS

The holiday year runs from 1 April to 31 March. Annual leave entitlement for a full-time post is 33 days paid holiday (this amount is inclusive of entitlement to local and national holidays). Annual leave entitlement for part-time and fixed term staff is pro-rata. Annual leave entitlement will increase with length of service.



NEXT STEPS

If you feel this role is something that God may be calling you to apply for:

- For general questions about the role, please email carol.baird@suscotland.org.uk
- Complete your application on our BambooHR portal: <https://suscotland.bamboohr.com/careers/108>
- Submit your completed forms through the application portal on BambooHR before the closing date - **4pm, 25 June 2026**
- Interview date - **2 July 2026**

THANKS FOR YOUR INTEREST!



SU Scotland

@suscotland    

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Registered office: New Olympia House, 13 Olympia Street, Glasgow G40 3TA. Telephone: 0141 332 1162
Scripture Union Scotland is registered with the Information Commissioner's Office under registration reference ZA356097.
SU Scotland subscribes to the United Nations Convention on the Rights of the Child, as reflected in UK law.