

# RECRUITMENT PACK



# M MAGNITUDE

**Seasonal Events  
Assistant**  
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](http://suscotland.org.uk) | 0141 332 1162



# Recruitment Pack

## Seasonal Events Assistant

February 2026

### Hello.

Thank you for taking the time to check out this opportunity within the Creative Team at SU Scotland.

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."

We are seeking to recruit a Seasonal Events Assistant to join the Magnitude Team, which sits within the Creative Team at SU Scotland.

Magnitude is a five-day annual Christian youth festival for young people aged 11-18. Based in the breath-taking Lendrick Muir estate near Kinross, it is a week like no other: a space to encounter God, enjoy community and experience nature together. Get the lowdown at [www.magnitude.org.uk](http://www.magnitude.org.uk).

Our heart is to raise up a generation of young people who are secure in their identity and purpose in God's bigger story, united in living fearlessly as followers of Jesus and passionate about changing the world for His Kingdom.

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.

This is an exciting time of growth in SU Scotland ministry as we seek to see many thousands more young lives transformed by hearing and knowing of God's love for them!

*Robin*

Robin MacLellan, CEO

[robin.maclellan@suscotland.org.uk](mailto: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:** Seasonal Events Assistant

**Salary:** £24,870 per annum, plus generous employer pension contributions

**Location:** Hybrid: Glasgow Office / home

**Contract:** Fixed term (mid April 2026 – mid August 2026)/Full time

**Managed By:** Magnitude Events Manager

## Key Relationships:

**Internal:** Event Planning Team, Communications, Volunteers Department

**External:** Suppliers, volunteers, youth leaders and attendees





# TASKS & RESPONSIBILITIES

## **Purpose**

To help assist with administration required to deliver the Magnitude festival in Scotland

As a practising Christian, to demonstrate commitment to the SU Scotland ethos, modelling Christian lifestyle, values and work practices to staff and volunteers alike.

## **Event Administration**

- Assisting with the delivery of Magnitude festival
- Manage ongoing enquiries from delegates
- Maintaining booking system and collating delegate information
- Supporting volunteers
- Collating feedback from stakeholders

## **In common with all SU Scotland staff members:**

- Further the aims and objectives of SU Scotland
- Undertake personal development through active participation in annual work reviews, supervision and internal or external training as required
- Participate in SU Scotland activities where appropriate
- Demonstrate commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond
- 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 and references.

# PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
<b>Character</b>		
A practising Christian whose lifestyle is in keeping with SU Scotland's ethos and statement of faith. Must enjoy the confidence of their church.	✓	
Passionate about seeing young people become Christians and grow in their faith	✓	
Committed to the servant leadership model of influencing others and getting things done	✓	
<b>Competence</b>		
At least 2 years' events administration experience		✓
Demonstrates the capacity to operate at a senior level representing the festival and partner organisations professionally to key stakeholders.		✓
Works well under pressure, capable of multi-tasking with a proven track record of delivery on agreed objectives	✓	
Committed to continuous personal development	✓	
Conscientious, resourceful, reliable with high levels of initiative	✓	
High level of numeracy, literacy and communication skills	✓	
Experience of working under own initiative		✓
Ability to delegate effectively and support others to be effective in their roles		✓
<b>Chemistry</b>		
Strong people and team leadership skills demonstrated by ability to work professionally with and develop a wide range of staff and volunteers.		✓
Self aware team player with high levels of emotional intelligence	✓	
<b>Education</b>		
Further qualification in a relevant area, for example hospitality, management, business, project management		✓
Other useful qualifications for an events environment – health and safety, catering, technical, etc		✓
<b>Other</b>		
Own transport and a full current driving licence		✓
Able to demonstrate knowledge and understanding of Scripture Union Scotland		✓
Able to undertake evening and weekend duties occasionally.	✓	



# TERMS & CONDITIONS

## **HOURS**

The post is part time, working 37.5 hours per week. This role will require occasional evening and weekend working and the successful applicant must be available from the 17 – 24 July 2026 for the event. Please note additional hours will be required during this week. The term of the post is 4 months, ideally from mid April to mid August 2026.

## **PROBATIONARY PERIOD**

The first six weeks 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 one month. 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**

£24,870 per annum. You will be paid in arrears on a monthly basis, on or before the 28<sup>th</sup> 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 [kirsty.haxton@suscotland.org.uk](mailto:kirsty.haxton@suscotland.org.uk)
- Download your application form from: <https://suscotland.bamboohr.com/careers/96>
- Submit your completed forms through the application portal or by email to [hr@suscotland.org.uk](mailto:hr@suscotland.org.uk) before the closing date - 4pm, 9 March 2026
- Interview to be held on 19 March 2026

**THANKS FOR YOUR INTEREST!**



@suscotland    

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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.