

South East Anglican Children's Minister Position Description

Position Title	Parish Children's Minister
Last Revised	October 2021
Reports to	Assistant Minister
Appointment conditions	Part-Time (16-24 hours per week), 2-year appointment, 6-month probation period. With annual reviews.
Remuneration	Pro rata from the <i>Diocesan 2021-22 stipend rates</i> , as applicable, with allowances per the <i>Ministry and Tribunal Ordinance</i> Schedule 3.
Function	To provide specialist children's ministry expertise to various programs within the Parish, and to lead, train, and equip people to disciple children.
Level of Responsibility	As reflected in the remuneration, the incumbent of the role is expected to carry significant responsibility and authority in the areas outlined in the Position Description.
Organisational Environment	This role is spread across a variety of locations between Sorell and the Southern Beaches. Office space will be provided on the Sorell Church site and is equipped as necessary to perform the role. The small staff team seek to work together to enable the geographically large parish to live and share the Good News of Jesus.
Special Conditions	Required to maintain Safe Church Communities endorsement, including a Working with Vulnerable People Registration.

Areas of Practical Ministry

Children's Ministry

KidsPlus+ Dodges Ferry

- Plan and oversee weekly after-school children's group

KidsPlus+ Sorell

- Plan and oversee weekly after-school children's group

Training KidsPlus+ leaders

- Recruiting and Training new leaders

Sunday Church – Southern Beaches

- Coordinate Southern Beaches Kids' Church program
- Oversee current volunteer team
- Develop curriculum to be used in the Kids' Church program based on teaching series

- Raise the profile of younger generation discipleship within the church and Parish
- Engage with families at Southern Beaches and equip them for discipling their children

Wider Parish Involvement

- Occasional involvement in wider Parish ministries/events as required by your Supervisor

Supervision & Training

- Meet with Supervisor – Dave Horne, Southern Beaches Minister (1 hour per fortnight)
- Regular Southern Beaches Church Planning meetings (1 hour per week)
- Attend Parish Ministry Staff Team Meeting (2 hours per month)
- Other conferences/training, by negotiation with Supervisor

Key Competencies

Required

- At least 2 years experience coordinating children's ministry programs, including overseeing, training, and rostering multiple leaders, and writing curriculum
- Become endorsed under Safe Church Communities and Faithfulness in Service, and receive the appropriate license from the Bishop
- Be committed to team ministry in the Anglican Parish of South East Tasmania (SEA), and positive Ministry Leadership Team relationships
- Be wholeheartedly supportive of SEA's values, culture and vision
- Be a committed member of SEA and a Godly example

Desirable

- Currently actively attending and serving in a local church context
- The equivalent of one-year theological training at a degree level
- Experience in multi-site church

Stipend and allowances

The remuneration is for 16-20 hours per week, pro rata from the Diocesan 2021-22 stipend rate, plus superannuation and allowances.

- There will be appropriate provision of office facilities as needed
- Ministry expenses will be reimbursed (within a budget previously negotiated with your supervisor)
- 4 weeks pro rata annual leave (dates by negotiation with your supervisor)
- 10 days personal leave (pro rata) per annum

Whilst days/hours are flexible, they will definitely include:

- Tuesday Morning – Planning, Meeting with Supervisor
- Tuesday Afternoon – KidsPlus+ Dodges Ferry
- Wednesday Afternoon – KidsPlus+ Sorell
- Sunday afternoon – Overseeing Kids' Church at Southern Beaches service.

There is flexibility in the midweek meeting times to work around other commitments (eg. Other employment).