



**DIRECTOR OF FAMILY MINISTRIES**  
*The SCOTS' CHURCH MELBOURNE*

*position description*

Expressions of interest by 12th October 2022



**The Scots' Church, Melbourne  
Position Description  
Family Ministries Director (Part Time)**

**Introduction**

The Scots' Church Melbourne is a grand old church in Melbourne's city centre. Sadly, over time, we've lost touch with a generation of families and kids. We recognise that needs to change. We're looking for someone with a missional heart and entrepreneurial vision to help turn the situation around, creating warm, dynamic and gospel centred kids and family ministries, sensitively helping us re-think and re-shape our current activities, inventing new ways of reaching and teaching kids, and making Scots' a 'destination church' not just for wonderful choral music but for excellent kids and family ministries that are geared to grow followers of Jesus in the next generation. It's a huge challenge, with plenty of obstacles - so we need some top quality help!

*The Scots' Church is committed to protecting children, young people and the vulnerable from harm. We require all applicants to undergo an extensive screening process prior to appointment. This process may include, but is not limited to, comprehensive reference checks, an identity check, a current Victorian 'Working with Children Check' and/or a 'national criminal history record' check.*

**1. Objective:**

To champion, energise and implement the re-development of effective gospel-centred kids' and family ministry at The Scots' Church Melbourne to:

- a) Build up God's kingdom by growing followers of Jesus and specifically,
- b) grow a new generation of gospel-hearted members of The Scots' Church by reaching families and kids (0-12 years old).

**2. Employer:**

The Scots' Church Melbourne, through the Session (Elders) and Board of Management.

**3. Terms and Conditions:**

This position is 50% FTE based on a full time salary of \$68,000pa. Travel and other expenses will be covered as claimed. If you are the right person for this role, we are willing to negotiate a higher (or even slightly lower) part time load. We will encourage and support the successful candidate in pursuing relevant professional development.

**4. Accountability and Reporting:**

- The position reports to the Senior Minister. (When an Assistant Senior Minister is appointed, this role will report to that position.)
- The position provides regular updates to The Session

## 5. Key Selection Criteria:

We *imagine* our ideal candidate as an enthusiastic mum with a grown family who loves Jesus, loves kids, and loves finding creative and effective ways to introduce kids to faith. Maybe you'd be late thirties or mid forties; and looking for a part time ministry role like this either as the main focus of your working week, or alongside other work. We can be flexible - though Sunday mornings are essential. Perhaps you'll have experience in early childhood education, or as a teacher. But maybe you'll surprise us and come from another background entirely. Let us know.

### (a) Formal pre-requisites

- A warm and clear Christian faith, and ability to articulate and teach the gospel to kids.
- Willingness to work within, and support, the framework of the Westminster Confession of Faith and the relevant policies of the Presbyterian Church of Victoria.
- Relevant experience or training in ministry and/or education.
- You'll need to have been an active member or staff member in your current church, which is part of the reformed/evangelical tradition, and be willing to become part of the Scots' Church community.
- A current driver's licence and access to a car will be handy - you'll need to network with families spread around the suburbs.
- You'll have to comply with any present and future Government vaccination requirements.
- You'll need to comply with ChildSafe regulations - more than that, to be an enthusiastic advocate for the highest standards in this area. We're looking for someone with a passionate heart-commitment to the safety and flourishing of children in our care. See section 7.

**Note:** This role assumes regular presence and involvement at Scots' Church services, including Easter and Christmas.

### (b) Competencies

- A clear appreciation of the reformed Christ-centred theological tradition so as to ensure alignment of teaching strategies with the theological position of the church.
- Ability to facilitate small groups or meetings, in person and online.
- Good organisational skills.
- Consistently able to meet deadlines.
- Ability to build a team, and take it in a unified direction.
- Ability to relate to kids and parents, to provide teaching and encouragement.
- Tech skills to meet 21st century role expectations
- Verbal and written communication skills.
- Some musical and dramatic abilities will help.

### **c) Personal Attributes**

- Passionate love for Jesus.
- A solid biblical understanding, with a desire to relate faith to everyday life.
- Ability to have fun, be serious, and maintain order in meetings - in other words, a fun-loving attitude with an underlying foundation of gospel intentionality.
- You'll have a real love for kids and be able to build trust with young people and their parents.
- You'll need stamina and energy and drive - you'll be self-motivated, with a mature, self-directed approach to work.
- Coachable. Life-long learner.
- A heart for those who don't know Jesus. We want to reach families that are outside current church connections.
- Appropriate experience in organising and co-ordinating childrens' ministry.
- Some formal training in the ministry area would be beneficial.

### **6. Key Responsibilities**

- Strategise and develop ways to revitalise kids and family ministries at Scots' Church including (but not limited to) Sunday School, Playgroup, Parent support groups, and Holiday Kids clubs (VBS).
- Engage with stakeholders (Minister, Music Director, Elders etc) to sensitively reshape elements of the 11am service and environment to better attract and accommodate children and families.
- Develop or curate excellent bible-based teaching materials for an effective and engaging Sunday School program.
- Encourage and resource present and future volunteer leaders in Sunday School and other key ministry areas.
- Maintain contact with families associated with Scots', creating occasional social and networking events for parents and kids (either in the CBD, or in regional clusters.)
- Actively promote the Scots' Church Children and Family ministry program.
- Encourage and enthuse older members of the Scots' congregation to welcome the involvement of families.
- Be part of the church staff team attending staff meetings and encouraging and supporting the overall mission of the church.
- Develop relationships with others working in kids and family ministries in other Presbyterian churches and beyond.

### **7. Child Safety Responsibilities**

The successful applicant will be expected to complete the Presbyterian Church of Victoria Safe Church Training and comply with the necessary requirements of the PCV Safe Church programme. Support, resourcing and assistance in ensuring child safety within the scope of this role, will be provided by the Presbyterian Safe Church Unit.

### **8. Expressions of Interest**

Please send expressions of interest and your resume to Rev Phil Campbell by 12th October 2022 ([phil@scotschurch.com](mailto:phil@scotschurch.com))