

# POSITION DESCRIPTION

## MUSTARD LEADERSHIP AUSTRALIA

TITLE	Schools Program Director
REPORTS TO	CEO
DIRECT REPORTS TO THE ROLE	Schools Program Volunteers
BASIS	0.2 - 0.4FTE (1-2/week, flexible hours)
APPLY	To <a href="mailto:lara@mustard.org.au">lara@mustard.org.au</a> with covering letter and CV including three referees

### ABOUT MUSTARD

Mustard is an organisation that exists to transform lives through Jesus in schools. We do this through our Student Movement consisting of student-led Lunchtime Groups, and our Schools Programs that are aimed at exploring faith and life in big group presentations.

#### About our Schools' Programs

Mustard's Schools' Programs are big group presentations which may be in the form of a chapel service, a program that is integrated into a faith week or an extended presentation with discussion. We take issues young people face today (eg science and faith, mental health, the environment, identity) and present them with a Christian world view. The goal is to involve the Lunchtime Group from the school or other Christians in the presentation so that students have a Christian connection in the school after the program is over.

### ABOUT THE POSITION

This position is responsible for:

- overseeing the strategy, development, production and delivery of Mustard Schools' Programs; and
- supporting the Student Movement team in presentations and workshops

### KEY RESPONSIBILITIES

#### Vision & Strategy

- Oversee the development, implementation and review of Mustard's Schools' Programs
- Work with the Student Movement Director to develop and implement cross-over strategy between Schools Programs and Lunchtime Groups
- Assist the CEO of Mustard to grow the number of Schools' events each year
- Contribute to the Mustard prayer strategy
- Be a significant contributor and participant in fundraising and marketing events
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#### Program Planning & Delivery

- Lead the development process to create seminars and chapel services for schools on relevant topics that

convey a gospel message using multiple mediums, including drama, music and multi-media.

- Manage the planning process for school events ensuring they are well planned and delivered on time.
- Work closely with school stakeholders to ensure each event is delivered in line with school expectations.
- Leverage relationships with schools to maximise quality, efficiency and effectiveness of each event.
- Ensure each event is covered by prayer, in line with a prayer strategy
- Gather stories of impact from events, students and schools for marketing and review purposes
  
- Support the development of the creative framework and public speaking at Student Movement events at youth groups, camps and conferences
- Gather feedback as needed to conduct review of resources and training provided to schools and students

#### **Team Leadership**

- Lead the Mustard team in the brainstorming and development of new content for schools' seminars and chapels
- Build a diverse and creative team for Mustard Schools Programs by recruiting and training volunteers and collaborating with inspiring speakers
- Assist in the promotion of Mustard at youth group nights, youth conferences and other church events

#### **Key Selection Criteria**

- A passion for following Jesus and seeing the growth of His Kingdom.
- Demonstrated experience in presenting theological material for youth
- Strong public speaker
- Event management skills
- Experience and training in youth ministry
- Ability to think strategically and to plan, implement and review processes
- Highly organised, the ability to manage numerous projects at once and be self-motivated
- Strong interpersonal skills, with demonstrated leadership capabilities and the ability to manage volunteers

#### **Desired skills**

- Video direction/production/editing
- Musical or acting ability

#### **Other Information**

- The position is part time: 1-2 days per week
- It is a requirement that the successful candidate will hold a satisfactory Working with Children Check.
- The applicant must be flexible; given that there will be events, meetings and preparation outside of regular business hours, especially during times of peak activity.
- The applicant must also sign a Code of Conduct.