

# BUC Children and Families Pastor Position Description 2017

---

<b>Position Title</b>	<b>Children and Families Pastor</b>
<b>Location/Congregation</b>	<b>Brunswick Uniting Church, 214 Sydney Road, Brunswick</b>
<b>Terms of Employment</b>	<b>As prescribed for Uniting Church Pastors</b>
<b>Hours</b>	<b>19 hours per week (0.5 FTE)</b>
<b>Date</b>	<b>October 2017</b>

## Overview

The Uniting Church in Australia, and Brunswick Uniting Church ('BUC') in particular, is committed to a ministry that involves children and young adults in the life of the church. Refer to [www.brunswick.unitingchurch.org.au](http://www.brunswick.unitingchurch.org.au) for more information about BUC.

The Children and Families Pastor ('Pastor') will facilitate ministry with children and families at BUC. The Pastor will administer, implement and refine the program of activities, youth faith ministry and pastoral care of young people already underway at BUC.

The responsibilities of the Pastor includes a range of both *pastoral/theological*, and *administrative* activities, which are detailed below.

The role is not a "ministerial placement", but is open to lay or ordained people who are capable of meeting the requirements for a Uniting Church "Pastor" role (see [Uniting Church Vic/Tas Synod website](#) for an overview, and specific details below).

## Who you will work with

- Pre-school children and their families
- Primary school children and their families
- Secondary school children up to year 9 and their families
- BUC's Children, Youth and Young Adults (CY&YA) Committee
- BUC's Ministry Team, made up of Minister of the Word, Student & Youth Support Worker and Olive Way (community space) Coordinator
- Representatives of the Presbytery of Port Phillip West, in relation to the general requirements of a Pastor role

## The role

- The Children and Families Pastor will work 19 hours per week (50% FTE).
- There will be an initial review at 3 months, and a probation period of 6 months.

- The position will be ongoing and reviewed annually
- As a pastoral position, this placement will include and require ethics training , including Safe Church Culture training.
- It is a requirement of this role that the Pastor attend at least 3 out of every 4 Sunday Worship services (as an average). The hours spent before, during and after worship (approximately 3 to 4 hours each) is included in the 19 hours per week allocation for this role

## Key Pastoral/Theological Responsibilities

The Children and Families Pastor will:

- Implement and be guided by the “Pathways to the River” report, and assist in a five yearly review of the report in 2018.
- Work in relationship with the BUC Ministry Team.
- Foster faith development opportunities – worship, bible study, meditation, and teaching about prayer for all children and families
- With the Minister of the Word guide BUC in theology of children’s ministry.
- Provide leadership and mentoring for All Age Worship (AAW) (first Sunday of the month).
- Enhance BUC’s engagement with CY&YA activities in the Uniting Church.
- Work with the Pastoral Care Committee regarding the pastoral care of children and their families.
- Investigate possibilities of ministry with preschoolers and babies, paying attention to faith education opportunities and resources for families.

## Key Administrative Responsibilities

The Children and Families Pastor will:

- Facilitate, recruit and support Sunday Morning Program (SMP) volunteers i.e. briefings, meetings, planning, and training, including Safe Church awareness.
- Keep up-to-date and guide volunteers on Safe Church practices and policies in SMP and AAW, with the assistance of the CY&YA Committee.
- Develop Christian programs and theological resources for children and young people.
- Maintain craft and activity supplies and provide hospitable spaces for children in worship and other activity spaces.
- Conduct occasional research and interviews regarding best practice; e.g. meeting with experts and other congregations/denominations with support from the CY&YA committee.
- Host gatherings of pre-schooler parents and children.

## Management, Reporting and Review

- The Pastor will report to the CY&YA Committee.
- The Minister of the Word, as BUC Ministry team leader (and also member of the CY&YA Committee), will exercise day-to-day pastoral care and oversight of this role.
- Will attend fortnightly Ministry Team meetings, and will coordinate with other Ministry Team members on tasks when appropriate.
- The Pastor will report to and attend monthly meetings of the CY&YA Committee
- The CY&YA Committee may request (or approve a request for) additional tasks to be undertaken by the Pastor within the available hoursThe CY & YA Committee will provide

- feedback on the Pastor's role at annual performance review.
- The Pastor will informally provide feedback on the support received from the CY & YA Committee where needed.
  - The Pastor will be provided with external supervision and ongoing training (as required for all Pastors) in addition to Committee support.

## About you

To secure this role you will have:

- Qualifications in Education, Community Building, Counseling/Pastoral Care, or Theology.
- Experience, and demonstrated success working with children and families.
- An understanding of BUC vision, goals and ministry, aligned with the ethos of the Uniting Church.
- Experience in developing Christian programs for children and young people.
- Skills in theological reflection and leadership of prayer and worship appropriate to the age group.
- Ability to cooperate and work with groups.
- Ability to demonstrate initiative, be self-motivated, and have excellent interpersonal skills.
- An understanding of Safe Church Principles, Requirements and implementation.
- Ability to meet Pastor Competencies (two core competencies, and other general competencies assessed as relevant to this role) as described on the Uniting Church Assembly [website](#)<sup>1</sup>. These may be met either at the time of application or within an agreed period of time after appointment (through attendance at educational sessions or through on-the-job learning as directed)
- Membership (or membership in association) of the Uniting Church, either at the time of application or within an agreed period after appointment
- A current Working With Children Check

---

<sup>1</sup> If the direct link to the page is not working, go to the [UCA Assembly](#) website and follow the navigation to Ministries: Education for Ministry: Ministry of Pastor.