



Position Description

Pastoral coordinator

About St. Columb's:

St. Columb's strives to minister to adults and children within our congregation and the wider community.

Our ministry to and with adults includes:

1. The regular pastoral care of adults associated with our church through our worship, pastoral care team (staff), small groups and visiting program.
2. Pastoral and evangelistic ministry to people involved in our outreach ministries (playgroup, sports, other local contacts).

Our ministry to and with children includes:

1. Kids' Church, a worship service and learning time that runs concurrently with our 10am Sunday adult service during school terms. This ministry is facilitated by a team of adult leaders.
2. Mini Kids is a program designed for preschool children which follows on from the children's worship time on Sunday mornings in a separate area to Kids Church. Again, this ministry only runs during school terms.
3. Playgroup. Since 2010 we have run a community playgroup as an outreach to local families. It has a committed and active adult leadership team. This ministry also runs only in school term time.
4. Separate to these ministries, and not a responsibility of this position, members of St. Columb's are involved in Kids' Hope mentoring at Auburn South Primary School.

Our ministry to and with youth includes Sunday morning activities, camps, and a variety of outings.

This role involves:

1. Taking a lead in our pastoral and evangelistic ministry to adults.
2. Overseeing and coordinating our ministries to and with children.

This position is for up to 3 days per week.

Gifts and abilities:

The person should exhibit the following:

- A baptised committed Christian.
- Experience in working with Children.
- Experience in pastoral care and evangelism with Adults.
- Ability to lead and work with teams of adults.
- A liking for good administration – seriously!
- Willingness to comply with the relevant Child Safe (Victorian Government) and Diocesan (Child Safety Canon 2017) requirements for employment in the Anglican Church.

Tasks and responsibilities:

- To attend regular staff meetings (2 hours per week)
- To take the lead with other staff and volunteers in pastoral ministry and evangelism to adults.
- To lead and support teams of parishioners who will develop and oversee our ministry to children.
- To help ensure that State and Diocesan requirements for working with minors are met by the parish.

Conditions of employment:

The Pastoral minister will be employed under the Authorised Stipendiary Lay Minister (ASLM) conditions of the Anglican Diocese of Melbourne.

To apply:

Please forward your curriculum vitae to the Senior Minister of St. Columb's (Mike Flynn) along with a covering letter that describes how you see your experience and qualifications working in this role as well as a description of your own journey of faith in Christ.

You can send the documents to: St. Columb's Anglican Church, 5 St Columb's Street, Hawthorn Victoria 3122. Or, via email to: mike@stcolumbs.org.au