

1/11/2021



**Christ Church
Lavender Bay**

Position: Children's and Youth Minister 2022

Christ Church Lavender Bay is a growing church situated on the Lower North Shore of Sydney Harbour. Our mission is to: 1. *Know God's Love* for us in Jesus through the bible, 2. *Grow God's Love* as we build up the body of Christ and 3. *Show God's Love* to our community, nation and world by proclaiming Jesus as Lord and Saviour.

Reports to: The Senior Minister

PURPOSE AND GENERAL DESCRIPTION

The Children's and Youth Minister will be an active disciple of Jesus and committed to multiplying the effectiveness of our mission of Christ Church Lavender Bay

The Children's and Youth Minister position is a developing part-time role assisting the Senior Minister in developing all aspects of the Children's and Youth ministry. The role also provides exposure and training in all areas of Parish Ministry.

PRIMARY DUTIES AND RESPONSIBILITIES

The primary duties and responsibilities of the position include, but are not limited to:

Specific Ministry

It is expected that during an average 8 hour week, the children's and youth minister will achieve:

1. Ministry preparation & training (2 hrs)

This includes

- praying for each of the children and youth, and for God to grow his kingdom through the children's and youth ministry.
- video recording and editing of toddler and primary school resources for 10am church service (see: www.cclb.org.au/kids)
- prepare resources for teenage ministry for the Gathering Service.
- participating in one youth / children's ministry training event each year (eg. Youth Works, etc.)

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2. Engagement with children & youth (3 hrs)

This includes

- Meeting youth, families and children before and after the Gathering service
- Face to face teaching of one demographic of children or youth during the Gathering service. This may be a youth or children's talk in the Gathering service or taking children or youth for their own teaching time during part of the Gathering service.
- Fostering a sense of community and belonging between the children and between the youth (eg. own meal tables, outings to café before or after service)
- Developing the bible study group for youth.

NB, Safe Ministry requires there to be at least two adults present with minors at all times. These adults must have SMC, WWCC and SMT compliance. It is expected that a male leader would be present with male youth and a female leader present with female youth.

3. Follow up with children and youth & engagement with families (1 hr)

This includes

- phone calls or visits with regular and new families during the week
- pastoral care of children and youth as required

4. Identifying, equipping and managing volunteers (1 hr)

This includes

- Identifying suitable adult helpers from within the Christ Church community
- Work with CCLB Safe Ministry Representative (currently Diane Joester) to ensure each helper has WWCC, SMT and SMC, before they start in children's and youth ministry.
- Rostering helpers through the year

5. Administration including staff meetings (1hr)

This includes

- Meeting with supervisor each fortnight (Assistant Minister or Senior Minister)
- Meeting with a mentor each fortnight
- Synchronize teaching curriculum with sermon series
- Respond to emails and phone calls
- Ensure compliance

General Ministry

- Assisting the Senior Minister in all areas of the church mission across all demographics.

REQUIREMENTS ESSENTIAL FOR THE ROLE

- Committed disciple of Jesus
- Theologically aligned with CCLB's mission, vision and values
- Able to be licenced/authorised in the Sydney Anglican Diocese
- Highly developed administrative and time management skills, self-motivated with the ability to work independently, multitask and balance competing priorities.
- Strong teamwork and communication skills
- Friendly and professional presence, including capacity for discretion and privacy

DESIRABLE EXPERIENCE AND SKILLS

- Theologically trained or training to minimum of certificate level.
- Experience in parish ministry

WORKING ARRANGEMENTS

- Permanent part-time (1 day/wk with potential for expansion)
- Based in church premises, with some flexibility to work from home.
- Student Minister remuneration negotiable

HOW TO APPLY

- Further details on the role can be obtained by contacting the Senior Minister at lachlan@cclb.org.au or 0437 150 100
- A written application may be sent to Rev. Lachlan Edwards, Senior Minister at lachlan@cclb.org.au which address each of the above criteria.

Rev. Lachlan Edwards

Senior Minister, Christ Church Anglican, Lavender Bay.

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