

The Anglican Parish of Largs Bay
Address: 31 Jetty Road, Largs Bay SA 5016
Tel: Ph: 8449 6643
Email: simon@largsbaychurch.org.au
ABN: 61931684649



St Albans Anglican Church
Largs Bay

Position Title: Children's Ministry Leader

Reporting Relationship:

The position reports to the Parish Priest, Rev. Simon Hill.

Application process:

Please send expressions of interest with a CV to Simon Hill (simon@largsbaychurch.org.au), including evidence that the candidate meets the selection criteria along with details of two references (one being the minister of your current church).

Terms of Employment:

This is a contract position commencing as soon as can be filled, with a 12 month agreement. There will be a four month 'trial period', at which point either party can cancel the contract. If the contract continues, there will be a position review after six and twelve months, with a possibility of a renewal of the contract for 12 months at a time.

This is an award free position. The terms and conditions of your employment will be governed by the National Employment Standards (NES) unless specified otherwise in this Contract.

Roles and Responsibilities:

1. Sunday ministry (5 hours)
 - a. Prepare lesson and activity for Primary-aged children for the 9:30am service (allow 2 hours)
 - b. Coordinate volunteers who help with the Children's ministry (allow 1 hour)
 - Including welcoming and encourage parents and communicate with them about the program
 - c. Lead the children's ministry during the 9:30am service (allow 2 hours). Including:
 - Ensure the safety of children during the program and moving to and from the program
 - Develop and implement ways that cross generations can benefit and participate in a church life together
2. Outreach ministry (4 hours)

This task is open for negotiation and is expected to be linked with the candidates skills, abilities and own creativity.

 - a. Creating a space to gather people with children, for example a 'School Holiday program', a 'Playgroup'. To this end part of the role includes gathering resources for activities, finding volunteers to assist, promoting the gathering, administering the family details, planning sessions
 - b. Forming links with schools to offer the program to children in the area
 - c. Preparing the activities and teaching for the program from week to week (should a weekly gathering be pursued)
 - d. Leading the program each week in school terms
 - e. Ensuring the safety of children during the program
 - f. Forming relationships with the parents where possible, including time outside the gathering
 - g. Invite parents and children to Sunday ministry and special events (eg. Easter and Christmas) as appropriate opportunities arise
 - h. Develop and implement ways that cross generations can benefit and participate in a church life together

Hours of Work:

9 hours per week (5 hours for Sunday ministry, 4 hours for Outreach ministry). Your hours of work will be negotiated with your manager.

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As a casual employee, you will be paid per hour (an hourly rate that includes a casual loading). You will be engaged to work for an average of up to **9 hours** per week on a fortnightly basis. Your hourly rate of pay will include a casual loading which will compensate you for the non-payment of annual leave, personal leave, notice of termination, redundancy and other entitlements normally afforded to permanent or full-time employees

There will be four Sundays per year of (unpaid) annual leave (to coincide with School terms). For these Sundays, lessons (guidance for a story and activity) will be provided to a volunteer to conduct the children's ministry in your absence.

Location of Work

This position is based at the premises of the parish of Largs Bay Anglican Church, with preparation time able to be done at home. Workspace can also be made available in the church office at the back of 461 Military Road, Largs Bay.

Remuneration:

The position will pay a wage rate of **\$30** per hour plus superannuation. Superannuation will be paid in accordance with the appropriate rate as specified in the Superannuation Administration Act 1992. You may nominate a Superannuation Complying Fund of your choice for the payment of the employer contribution. In the event, that you don't nominate a fund the employer contribution will be paid to the Diocese' default superannuation fund.

Selection criteria:

The successful candidate will

- a. Have a personal trust in Jesus and a strong desire for children to know him and value all ages that are typically part of a church community
- b. Have a level of theological training, or relevant experience
- c. Have experience with teaching children
- d. Be able to get on and work well with the parish priest
- e. Be competent with computers to adequately communicate
- f. Hold a current Anglican Diocese of Adelaide Safe Ministry clearance or be prepared to obtain one prior to appointment.

Performance goals

- a. Set Term material for Sunday school and communicate with parents before the start of the term
- b. Deliver quality kids activities for Sunday school during term time
- c. Attempt ways to integrate all ages in ministry and sharing together
- d. Have up and running mid-week outreach ministry by the end of 2023

Special Conditions:

- to be an active member of the Anglican Church, or part of another Church *and* be empathetic to the specific beliefs of the Anglican Church.
- to comply with the conditions of any ethical and behavioural standards of conduct required by the Anglican Diocese of Adelaide as set out in the document "Faithfulness in Service".

The terms and conditions of your employment are also governed by the policies, procedures and rules of the Diocese that do not form part of this contract of employment and may be amended from time to time.