

CHURCH OF SCOTLAND PRESBYTERY OF CLYDE JOB DESCRIPTION

Title of the Post:	Mission Officer
Responsible to:	Presbytery, working with the Mission Committee, under the supervision of the Presbytery Clerk.
Managing:	None
Date:	October 2021
Main Purpose of the Post:	Encourage and support a strong mission focus within the Presbytery and its congregations

Main Duties

- To support, encourage and coordinate local congregational mission activities
- To develop and implement a dedicated mission plan for the Presbytery as part of the Presbytery's overall strategy
- To develop an understanding of contextual mission providing an appropriate balance between renewal and pioneering initiatives
- To liaise with the national Church of Scotland officers, Forums, Committees and agencies to ensure that national projects and policies are effectively implemented in the Presbytery
- Working in Local Mission Group's (LMG) or with local congregations to provide geographical profiling, statistical analysis, research and community consultation
- Provide facilitation/mentoring/coaching to congregations, for example: seeking funding, governance etc.
- Developing in congregation skills in leadership, team development and working through particular challenges
- Arrange gatherings around a theme or geographical area (LMG's) to allow peer learning, expert input, networking and occasional 'training/information' on topics of concern

Skills, Abilities and Knowledge	Essential	Desirable
Knowledge of the Church of Scotland, its life and work, structures, procedures, policies and law	X	
Understanding of the role of Presbytery and its operational practices in relation to mission	X	
Understanding of modern missional approaches including Fresh Expressions, New Worshipping Communities, Path of Renewal and Pioneering	X	
Understanding of the challenges of developing a mission focus in the local church	X	
Effective IT skills	X	
Ability to work flexibly at evenings and weekends as required	X	
Experience of strategic and project planning techniques		X
Experience of organising events and activities		X
Personal Qualities		
A committed Christian, with a live church connection (This is a Genuine Occupational Requirement in terms of the Equality Act 2010)	X	
Excellent communication and interpersonal skills, including the ability to inspire and motivate others	X	
A strategic thinker able to organise and implement effective development	X	
Enthusiastic, innovative and able to motivate others to join in initiatives created	X X	
Approachable	X	
Flexible with the ability to adapt approach dependent on situational and organisational requirements		
Energy and creativity		
Education		
A recognised qualification in Theology		X
Training in relevant modern mission practice		
On-going commitment to continuing professional development including willingness to work towards qualification and accredited training.	X	X

Terms and Conditions:

Mission Enabler – Presbytery Clyde

- Salary is based on the scale £34,422 – £38,356
- This is a full-time post and normal hours of work will be 35 hours per week worked over 7 days. The nature of the work calls for a degree of flexibility and will require significant evening and weekend working.
- The post is based at the Presbytery Office in Quarriers Village, Bridge of Weir, but will require travel across the Presbytery and working with local congregations.
- There are 29 days annual leave in each full holiday year that runs from 1 January to 31 December. This provision increases to 34 days after 5 years' service. There are also 6 statutory holidays.
- In order to comply with the Asylum and Immigration Act 1996, the successful applicant will be asked to provide document(s) confirming their eligibility to work in the United Kingdom.

For informal enquiries, please contact Rev Dr Peter McEnhill, Presbytery Clerk, at clyde@churchofscotland.org.uk, 07837729333 or Rev Gary Noonan, Mission Convener, 01505 612569

Closing date: 27th August 2021