

The Uniting Church in Australia – WA Synod

Nedlands Uniting Church and Trinity Residential College

Youth and Young Adult Co-ordinator/ Community and Service Co-ordinator

Nedlands Uniting Church and Trinity Residential College are partnering together to employ a person to work across both organisations in a mutually beneficial partnership.

Nedlands Uniting Church is a multicultural all-age congregation located close to the University of Western Australia, a number of primary schools, and several Secondary schools (public and private). The Church Council is looking for applicants with a demonstrated ability to work with Youth and Young Adults to encourage and equip the young people of our congregation to develop their Christian faith.

Trinity is a residential college of the Uniting Church in Australia located at the University of Western Australia. The community includes residents from a wide range of backgrounds and interests, and is made up of a mix of new and returning residents from rural Western Australia, interstate and overseas. The College has excellent facilities, beautiful grounds and exceptional pastoral care. However, it is the tightknit community that really sets Trinity apart. The C & S Co-ordinator will build upon existing programs within the College and existing partnerships between College and local communities that enhance the learning experience of residents, and which contribute to the health and well-being of the College and local community.

The position is a 0.8 – 1 FTE which will be reviewed on an annual basis. The proportion between the two organisations will be approximately 50/50.

The successful applicant will report to the leadership of each institution for their respective role in each institution.

Attributes required for both positions

- Be a member, or be willing to become a member, of Nedlands Uniting Church.
- Read and understand the Basis of Union and have a preparedness to work within the polity and ethos of the Uniting Church in Australia as described in the Basis of Union.
- Abide by the discipline processes as set out in the Constitution and Regulation of the Uniting Church and the Code of Ethics and Ministry Practice adopted by the National Assembly as they relate to ministerial practice.
- Possess a current Driver's Licence / Bus Licence desirable.
- Be familiar with the use of Microsoft Office programs and the use of social media.
- Ability to work flexible hours, including weekend and evenings.
- Preparedness to participate in continuing education
- Not be a prohibited person under the Commission for Children and Young People Act 1998, and must have a valid Working with Children Card and be willing to obtain a National Police Clearance check.

Nedlands Uniting Church

Youth and Young Adults Coordinator

This position is responsible for assisting in nurturing faith through:

- Working with youth and young adults in the congregation and developing outreach in the community to youth and young adults
- Developing leadership in the congregations' ministry areas with reference to youth and young adults

General Attributes

- Must be passionate to see young people come to Christ and grow in spiritual, physical, emotional, and mental maturity.
- Must have excellent interpersonal skills and have the ability to work within a team, including the Ministers and volunteer leaders of Nedlands Uniting Church in a number of ministry areas. This will include discipling, mentoring youth and overseeing young adult and upper primary and high school age group activities.
- Must be able to demonstrate a mature Christian faith with experience in youth ministry gained in either a paid or voluntary capacity
- Must possess qualifications in youth ministry and/or theology, or be willing to undertake appropriate training for such qualifications

Duties

- Co-ordinating youth and young adult discipling and outreach opportunities and events
- Provide leadership to high school youth groups
- Provide leadership to upper primary school youth groups
- Provide training for existing team leaders of youth activities
- Oversee Bible Studies and small groups for High School Youth and Young Adults
- Participate in networking with Youth and Young Adults
- Assist the Ministers and Church Council in providing leadership in the congregation.
- Mentor and disciple youth and young adults to grow new leaders
- Provide pastoral care to the youth and young adult leaders
- Resource leaders and volunteers of youth and young adults' events as appropriate.
- Provide Church Council with regular activity reports
- Other duties as directed by the supervising Ministers

Trinity Residential College

Community and Service Co-ordinator

Main Responsibilities

- Taking action to contribute to and improve the local community.
- Developing sustainable partnerships within the local community.
- Linking individuals' personal values with positive actions.
- Facilitating an awareness of environmental issues and promotes initiatives to improve sustainability within the College environment and beyond.
- Enabling individuals to gain a sense of satisfaction from contributing to the welfare of others.
- Establishing and coordinating appropriate committees.
- Being a positive role model within the College.
- Actively supporting the expectations of the College committees within the College.
- Presenting the College and its residents in a positive light.

Duties

- Establishing and managing appropriate projects and programs.
- Actively promoting, by various means upcoming functions, events and activities.
- Providing feedback to the community on functions, events and activities that have been held.
- Organising appropriate activities during Orientation Week
- Being the contact person for the College regarding community service, environmental projects and events.
- Producing a regular report to be submitted at each meeting of the Trinity Council.
- Liaising with the Uniting Church agencies.
- Being an active member of the College community by attending and taking an active interest in a range of College community, sporting, cultural and social events.