



SERVE MINISTRY WORKER

Purpose:

Having a strategic focus on the ongoing functioning and continuous quality improvement of the serve ministry area.

Having capacity to assist where needed and appropriate in other ministry areas.

Description:

At DPC we have a team structure for our members to serve. The aim of this position in the serve ministry area is to provide support and leadership to ensure that the ministry teams maintain good health. This role would continue to consider how teams can work independently and collaboratively to maintain their focus on growing followers of Jesus. There will be other areas of focus, aside from the serve ministry, which will be dependent on needs that are relevant to time and circumstances that arise.

Terms of appointment:

This is a part time role consisting of two days paid employment per week. The successful candidate will be appointed by session.

Roles and responsibilities:

- oversee the strategic direction of the serve ministry under the guidance of the ministers and session.
- carry out quality checks to ensure ministry teams' health is maintained
- monitor the health of teams and compare/contrast to previous terms
- project future needs based on statistical data acquired over time
- prepare reports for session and ministers and communicate effectively at staff meetings
- communicate effectively with team leaders
- assist within the serve team or through external sources to provide training and development of leaders
- ensure that all arms of the serve team are functioning and regularly reviewed, (including but not limited to, recruitment of team members, training of team leaders and coaches, celebration of teams/individuals contributions)
- reflect on how to continually improve, while not losing focus of the dpc mission
- work within financial budgets for certain events
- lead and contribute to meetings
- respond to feedback appropriately from layers both above and below
- be aware of other ministry areas that form dpc and have a flexibility to support where needed

DPC work environment:

The work environment includes paid staff and regular voluntary supports. You will be answerable to your direct layer leader (minister) and session.



Experience:

The applicant will have a Diploma of Theology or be working towards this.

Attributes:

- a heart for the gospel and growing followers of Jesus
- an understanding of the principles of biblical serving
- an adaptability and flexibility to different roles within the position as needed
- time management and personal organisation skills
- to work well both autonomously and part of a team
- enthusiastic and able to engage well with others
- excellent communication skills
- sound computer skills
- responds well to feedback

Remuneration

Pro rata based on the following Full Time Equivalent rates, including Non Cash benefit and travel allowance.

Years 1-3 65% of Full Stipend

Year 4-6 75% of Full Stipend

Year 7+ 85% of Full Stipend

The Full Stipend amount for 2023 as set by the PCNSW Ministry and Mission Department was \$110,834 including superannuation.