



## THE CHURCH OF SCOTLAND

### JOB DESCRIPTION

---

<b>Title of Post:</b>	Associate Minister, Falkirk: Camelon Parish Church
<b>Responsible to:</b>	This is a Ministries Council Appointment but you will be responsible to the Parish Minister of Camelon Parish Church in the first instance.
<b>Date:</b>	May 2017
<b>Main Purpose of post:</b>	To work as part of a ministry team to create a range of opportunities to connect with groups and individuals in a new way, to identify and implement opportunities to develop new forms of outreach in the Parish. To build relationships and develop activities with a view to closing the gap between the churches and the local community in Camelon, seeking to encourage and support them, and for those who make a positive response to the gospel, explore ways of drawing them into the life and witness of the church.

---

#### **Main Duties of the Position.**

##### **Church Leadership**

- To develop and contribute to a collegiate approach to ministry within the church and a commitment to continuing personal and professional development
- To support the regular preaching and sacramental ministry (to agreed levels) and offices and undertake a proportion of funerals, weddings etc.
- Contribute to the overall leadership and development of the church through a model of collaborative team ministry and regular contribution to Kirk Session meetings.
- To share with the Kirk Session, the responsibility for the spiritual growth and pastoral support of the church family, and to contribute to that appropriately.

##### **Worship**

- Work as part of the Ministry Team in the planning, preparation and conduct of worship.
- To explore and develop new expressions of worship working with different age groups and settings.

**Ref M31/17**

- As part of the Ministry Team examine the potential to take the church out to other parts of the community.

#### **Areas of life and witness we wish to see grow and develop.**

- Develop the existing community and family work and look to develop this in a way that improves the conditions of life for life experience families in the communities, strengthening existing and forging new community and church relationships.
- Develop a vision and goals to establish and maintain connections with other voluntary organisations and council services that provide pastoral care or activities for older and vulnerable members of the community.
- Support organisations and groups for young families, children and young people, including those associated with the church.
- Develop new and creative ideas to develop work with children and families
- Establish and maintain youth activities, holiday clubs and the like.

#### **Outreach**

- Outreach to young people and families in the Parish including the development of suitable strategies for evangelism, the organisation and promotion of appropriate special events / ventures. Where appropriate this would be in conjunction with other churches / Christian organisations and the integration of young people into the life of the church and the Christian faith where appropriate.
- Identify and develop missional activities within the parish.
- To share the Ministry Team chaplaincy responsibilities for the Primary Schools and High School in the parish.

#### **Other**

- Contribute fully to the Ministries Council appraisal process;
- To undertake such other Parish duties as may be required from time to time by the Parish Minister.

**Person Specification: Associate Minister**

	Essential	Desirable
<b>Skills, abilities and knowledge</b>		
Ability to preach, teach and minister to a membership with a broad range of ages and understanding of their Christian faith	✓	
Ability to engage with people who have little or no Church connection	✓	
Understanding of issues within the parish and ability to relate to those who face these issues	✓	
Understanding of and experience in working in areas of social deprivation	✓	
A commitment to partnership working, maintaining and developing links with other churches and organisations	✓	
Experience in leading worship in different congregational settings including, formal, informal and interactive	✓	
Experience in conducting funerals	✓	
Experience in work with families and young people	✓	
Experience in working in a school environment with experience in planning and delivering suitable material	✓	
Experience and expertise in the use of IT applications, especially the use of media and technology in a church context	✓	
Experience in planning and developing initiatives from conception to implementation	✓	
Ability to carry out effective and empathetic pastoral care in complex situations	✓	
<b>Personal Qualities</b>		
Committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010	✓	
Openness to and able to evidence different ways of working and trying new initiatives	✓	
Positive and enthusiastic with an ability to enthuse and encourage others	✓	

Ability to work unsupervised with readiness to use own initiative	✓	
Proven ability to work collaboratively with colleagues and contribute to effective team working	✓	
<b>Educational requirements</b>		
You must be one of the following:	✓	
<ul style="list-style-type: none"> <li>• Ordained Church of Scotland Minister</li> <li>• Probationer of the Church of Scotland, who is now eligible for ordination;</li> <li>• Ordained Minister of a partner Church in good standing with his/her Church and who has undergone the Church of Scotland admission process;</li> <li>• Eligible for Ordination to the Ministry of Word and Sacrament of the Church of Scotland in terms of Act II, 200.</li> </ul>		
On-going commitment to continuing professional development including willingness to work towards qualifications and accredited training	✓	

Terms and Conditions: Associate Minister

- Salary is based on the current approved scale for the office as allowed by the Church of Scotland, and presently £26,644 to £32,743 per annum
- Normal hours of work will be 37.5 hours per week
- The nature of the work calls for a degree of flexibility, thus hours of work, which are as agreed with the line manager, may vary from day to day.
- The post is based at Camelon Parish Church, Falkirk.
- There are 6 weeks annual paid leave pro rata in each full holiday year which runs from 1 January to 31 December. Entitlement is based on full weeks worked. There are also 5 statutory holidays.
- Travel expenses by public transport or by use of own car at rates as agreed by your Employer and reviewed annually. Car mileage will be paid by the Employer in the first instance and re-claimed from the congregation on a quarterly basis.

Further details can be obtained from Rev Stuart Sharp 01324 623631

Please see statement regarding this post on the following page

### **Ministers and Deacons in Civil Partnerships and Same Sex Marriages**

The General Assembly in 2015 affirmed the historic and current doctrine and practice of the Church of Scotland in relation to human sexuality, and the application of such doctrine and practice to the ministers and deacons of the Church, whilst recognising that these are points on which there is liberty of opinion in accordance with Article Declaratory V contained within the Church of Scotland Act 1921. Act I of the 2015 General Assembly therefore permitted Kirk Sessions to depart from such doctrine and practice in order to permit the ordination, induction or appointment of a minister or deacon in a civil partnership or a same sex marriage.

The Kirk Session of the congregation has considered this issue and has decided NOT to depart from the historic and current doctrine and practice of the Church in this area. Accordingly, candidates who are in a civil partnership or a same sex marriage will not be eligible for appointment to this post. This eligibility requirement is imposed in order to comply with the historic doctrine of the Church and to avoid conflict with the strongly held religious convictions of the members of the congregation and is accordingly in compliance with the Equality Act 2010.