

Position Description



Position

Assistant Minister (full-time, paid)

Introduction

The Anglican Parish of **St. Michael's North Carlton**, Australia, is looking to employ a full-time assistant minister from February 1, 2019.

Desirable attributes and skills for this position

This role is ideally suited to someone with:

- Theological education, formation and ministry training (an Ordained Anglican deacon or priest is desirable, but not essential)
- Experience and understanding of inner-city, high density living and Melbourne's inner-north diversity is desirable
- Good people skills - welcoming and generous
- An egalitarian understanding of relationships and ministry roles
- Good self-management and administration skills
- Experience in working in and with teams
- An agile mind
- A healthy and mature approach to spiritual life and discipleship

Requirements for this position

- Compliance with Professional Standards as set out by, and updated from time to time by, the Anglican Diocese of Melbourne¹ (including a current Victorian *Working With Children Check* card, and a current National Police Check or *CrimCheck* clearance)
- Assent to the Child Safe Policy 2018 as set out by the Anglican Diocese of Melbourne²
- A current Australian Driver's Licence

Scope and goals for this position

The Assistant Minister will report directly to the Vicar, will take part in general pastoral and leadership tasks in the church, and will assist in the implementation of the church's vision/action plan. The position is for a tenure of 3 years.

Outcomes we hope to see after 3 years include:

- A. Development of deeper relationships with many local residents who visit our church site regularly for programs/ministries available to them, via:
 - a sustainable playgroup ministry
 - relevant events, activities, groups, courses, and via pastoral care
 - new opportunities to learn about and respond to the Gospel
- B. Strengthened pastoral care of church members, via
 - team approach to pastoral visiting
 - network of care amongst members of home groups and other groups
 - regular audit/reporting of pastoral care requested and provided
- C. An articulated set of recommended options for the next stage of the church's vision/action planning.

¹ Full details of the code can be found here

<http://www.melbourneanglican.org.au/Whoware/Governance/professionalstandards/Documents/4Kooyoora-Melbourne-Faithfulness-in-Service-clean-10.4.2017.pdf>

² Published in March 2018

<http://www.melbourneanglican.org.au/Whoware/Governance/professionalstandards/Documents/1Kooyoora-Child-Safe-Code-of-Conduct-Final-22.3.2018.pdf>

Position Description



Terms and conditions

Full terms and conditions will be available upon written application (see below). The position will be supported by a full-time stipend and benefits package according to the determinations of the Anglican Diocese of Melbourne Stipends Committee if the successful applicant is an ordained deacon or priest in the Anglican Communion. In the case that the successful applicant is not an ordained Anglican minister, a suitable package will be offered with reference to *Authorised Stipendiary Lay Minister* stipend and benefits as set by the Anglican Diocese of Melbourne Stipends Committee. The supporting package will include accommodation assistance, allowances for utilities, ministry expenses, and travel expenses, and will include availability of shared office space.

Application

Applications can be made to The Rev'd Steve Webster via email at vicar@stmichaelsnc.org.au. Please provide a CV, and contact details for 2 referees from recent ministry experiences.

For further information about St Michael's North Carlton, see appendices below, or contact Steve on 0411471838.

- Appendix 1: Mission and Values
- Appendix 2: Distinctive features of St Michaels Anglican Church
- Appendix 3: Vision/Action Plan
- Appendix 4: The Vicar



Appendix 1

The Mission and Values of St. Michael's Church North Carlton

Our mission statement:

Proclaiming Christ – Building Community – Sharing Hope – Serving Others

For more than two decades, this mission statement, with its four foundational pillars, have been the ground upon which each new vision/action plan has been prayerfully created in 3-year cycles. Our church always seeks to remain true to the “Great Commission” of Jesus Christ.³ We remain founded upon the great love and grace of God given freely for all in the death and resurrection of Jesus Christ.⁴ We are guided by the call of Jesus in the “Great Commandments” that he prioritized.⁵ We eagerly desire the life-giving grace of the Holy Spirit in all our endeavours.⁶ With God’s help we seek to share hope in word, through acts of mercy, through generosity, and by seeking justice.⁷ We welcome people into Christian community characterised by love, praise, prayer, and service.⁸ We eagerly await the life to come promised to all who trust in Christ as Saviour and Lord.⁹

As a parish of the Anglican Diocese of Melbourne, our mission and goals lie within a larger aspirational vision set by the Archbishop of Melbourne. The Archbishop’s vision can be explored here: <http://www.melbourneanglican.org.au/Whoweare/Vision/Pages/vision.aspx>

³ Matthew 28:18-20

⁴ Ephesians 2:4-10

⁵ Matthew 22:37-39 and John 13:34-35

⁶ John 16:13; Ephesians 1:17-23

⁷ James 1:22-27;

⁸ Romans 12:3-17

⁹ Philippians 3:20

Appendix 2

Some distinctive features of St Michael's North Carlton

St. Michael's Anglican Church seeks to serve people of the inner-north of Melbourne due to its very accessible location at the northern gateway to the CBD. With an excellent property and multi-purpose buildings with flexible furniture arrangements, St Michael's offers a huge variety of opportunities for engagement with people of many interests and backgrounds, as well as continuing to hold regular Sunday services of worship.

The church site is just a short distance from public transport, Princes Park, and various villages characterized by a thriving café/coffee culture. The demographics of the local area have changed rapidly in the past 5 years with many new families with young children moving into North Carlton's expensive residences. The church is also flanked by great ethnic diversity and high-density residential areas to the north-west, two housing commission projects close by consisting of many immigrants from nations associated with Islam. Areas north-east of the parish house many Anglo-hipster renters and older self-funded early retirees, and to the south of Alexander Parade are many Asian students attending Melbourne Uni and RMIT.

The parish is part of the city of Yarra, and is in the Federal Electorate of *Melbourne*, which is known for its lean towards "left-wing" politics (e.g. the *Greens* gained their first lower seat house in the Federal Parliament in this area).

Other demographics of interest can be found at <https://www.yarracity.vic.gov.au/about-us/policy-and-research/demographic-and-economic-profiles>. Also see City of Melbourne and City of Moreland for wider demographic influences.

For the past 45 years, the parish's traditions in worship and theology have been aligned with Anglican Evangelicals, yet with a more informal style than most. St Michael's has a strong commitment to egalitarian values and structures, and a strong emphasis on hospitality and inclusion.

Staffing in recent times has included a full-time paid vicar, half-time paid assistant curate, and part-time paid office assistant, as well as an Authorised Lay Minister assisting with pastoral care. Several clergy (honorary) also assist with service leading and preaching. A high percentage of the church's members are involved in an array of ministries, including preaching, service leading, public prayers, small group leading, and more. There are two Sunday public worship services: at 10am and 5.30pm. The former has an average Sunday attendance of 60 adults, while the latter around 30 adults and many of those being younger adults.

In the past 5 years there has been a rapid increase in the numbers of people associating with the church via "connecting" ministries such as movie group, book groups, playgroup, walking group, concerts, justice and reconciliation action programs, and various regular events. There has also been a significant increase in direct contact with young families and other locals through various weekly activities held on-site by external providers hiring our facilities (e.g. *Mini-Maestros*, *AMS Dance*, fitness classes, concerts, functions, and more). The numbers of people in direct contact with our members each week has trebled in recent times. The numbers of those who publicly associate with St Michael's as their "local church" has increased too.

Appendix 3

Vision/Action Plan at St Michael's North Carlton

Our most recent vision/action plan is titled **new pathways**¹⁰. The aim over the next 3 years is to establish new and relevant ministries that help connect people via their interests and needs to the life and ministry of St Michael's North Carlton.

These “new pathways” are yet to be created. There is a need for new staffing to assist in this endeavour to put prayerful and skilful effort into building relationships, forming teams, and researching and implementing new ministries to reach our new goals.

The latest vision/action plan of the parish outlines the goals and strategies for new ministries aspirations in the next 3 years as follows:

2018 - 2021

New pathways...

- Helping young families meeting on our site, and residents of the inner-urban housing growth, to connect with our community
- Strengthening pastoral care in our community
- Connecting with one local & one remote Reconciliation partnership
- Serving local residents through Neighbourhood Community Centres

Mission and Vision Aligned

NEW STRATEGIES SUPPORTING OUR VISION

1. Employment of new full time staff member in 2019
 - to assist in creating and managing new pathways
 - to assist in equipping and encouraging ministry teams
 - to assist in strengthening our pastoral care
2. New finance allocation to form partnerships through our Reconciliation Action Ministries Team
3. New collaboration with SU Vic to train and support church members engaging in local community centre programs

11

A new full-time assistant minister will assist the Vicar, the Parish Council, and other ministers of the church in addressing **two of the major vision/action plan strategies**:

1. Creating **new pathways** to help local residents with whom we have good contacts to find meaningful and relevant ways to take part in the blessings of Christian community, and to grow in understanding and response to the Gospel.
2. **Strengthening the pastoral care** in the congregation, and among the wider group of people taking part in new pathways.

For the full vision/action plan presentation and access to the Vision Sunday 2018 sermon, please see <http://www.stmichaelsnc.org.au/visionaction-plan-update/>

¹⁰ By “pathways”, we mean relevant ways for new people to connect the dots between their lives and the Gospel of Jesus and Christian community

¹¹ For the full vision/action plan, and access to a recording of the Vision Sunday 2018 sermon see <http://www.stmichaelsnc.org.au/visionaction-plan-update/>

Appendix 4

The Vicar

Steve Webster (Th.Dip, GradCert) is married to Penne and has two adult children, Jared and Kyria, both married and living in Melbourne.



Steve was ordained an Anglican Priest in 1991 having graduated from Ridley College, Melbourne. He has been vicar St. Michael's North Carlton for 12 years and previously ministered in Hawthorn, Kew, and the Dandenong Ranges. His original career was as an electrician in a large building and engineering arm of Telecom Australia.

He was a graduate of the first *Australian Arrow Leadership Course* in the mid-1990s and has had many subsequent mentoring and training roles in the Diocese of Melbourne and across other church denominations.

Steve was an examining chaplain in the diocese from 2007 to 2015 and enjoyed the experience of assisting faithful Christians to progress towards and through ordination and formation for Anglican ministries and effective leadership in the Church.

Steve has also been an honorary part-time staff member at the Carlton Football Club (AFL) as chaplain to the players and football staff for 14 years. He is a member of the Sports Chaplaincy Association of Australia. He is involved as a training assistant and part of the welfare team at the club for approximately 15 hours per week.

For more information about staff and parish council see
<http://www.stmichaelsnc.org.au/staff/>