



Uniting Church in Australia
Synod of Victoria and Tasmania
Presbytery of Port Phillip West

PROFILE

Mission Development Strategist / eLM Liaison and Education

Presbytery:	Port Phillip West
Time fraction:	Full time
Term:	5 years
Suitable for:	Minister of the Word/ Deacon/ Ordinand/ Pastor/Lay person
Approval date:	Presbytery Standing Committee /..... / 2019

Primary purpose of placement:

To encourage, develop and support the implementation of the Presbytery's Regenerating the Church 2021 Strategy with the **Communities of Christ**¹ across the Presbytery (see section 4 page 4)

To work collaboratively with the Synod eLM unit (Equipping Leadership for Mission) and the Mission Resourcing unit (see section 5.1 page 5).

To foster cooperation between Synod and Presbytery, so as to enhance our worship, witness and service across the Synod.

The person will be guided by the priorities and strategic directions set by Presbytery and the Synod's Vision and Mission statement, the Mission Principles and the Strategic Priorities.

1. The Role of Presbytery

The function of Presbyteries is to perform all the acts of oversight necessary to the life and mission of the Church in the area for which it is responsible, except for those agencies which are directly responsible to the Synod or Assembly. It will, in particular, exercise oversight over congregations within its bounds, encouraging them to strengthen one another's faith and bear one another's burdens, and exhorting them to fulfil their high

¹ Definition from Presbytery's 'Regenerating the Church 2021 Strategy' "**Communities of Christ:** *Communities of Christ is an inclusive term encompassing the diversity of existing and new forms of church. This includes congregations, faith communities, communities that are yet to be recognised formally, communities in schools, social enterprise fresh expressions, agencies that have emerging communities, and other ways of gathering as Christian communities across the Presbytery.*"

calling in Jesus Christ. It will promote those wider aspects of the work of the Church committed to it by the Synod or the Assembly.²

² Paragraph 15, The Basis of Union (1992 edition)

All these functions are dependent upon the key factor of Presbyteries having relational oversight³ for those congregations within its bounds. This is not oversight as exercising power or control but a relational way of being where the gathered members of the Uniting Church are cared for and working together to fulfil their call to discipleship in Jesus Christ.

1.1. The functions of the Presbytery

We are first and foremost called to be disciples of Jesus Christ. We gather together as the body of Christ and join in his life and mission. The Uniting Church, according to the Basis of Union, has structured herself through a series of inter-related councils to meet this end.

The core responsibilities of presbyteries are laid out in the Constitution and Regulation 3.1.3, and fall into three key areas: Pastoral, Mission/Education and Administration.

When Presbyteries are functioning well, the life of the whole church is enhanced:

- 1.1.1. Congregations are supported and their life enriched;
- 1.1.2. Congregations are helped in identifying and building their missional and ecumenical possibilities;
- 1.1.3. Links between the communities of Christ and the wider church are forged and strengthened;
- 1.1.4. People in ministry roles (lay and ordained) are encouraged, equipped and supported;
- 1.1.5. Educational possibilities for congregations and those in ministry are facilitated;
- 1.1.6. Relationships are developed with cross-cultural ministries;
- 1.1.7. The relationship with Congress is strengthened (where applicable); and
- 1.1.8. Communication with the various parts of the Synod is clear, building up strong relationships between all councils of the Church.

1.2. Presbytery–Synod Relationships

The Presbytery does not exist in isolation, but in relationship with the Synod and other Presbyteries. In 2016 the Synod of Victoria and Tasmania adopted a set of core relational expectations⁴ which set out the basis for the Synod and Presbyteries to work together to build capacity for being the church at mission in contextual ways, ensuring the strategic use of property for missional purposes, and establishing a coordinated relationship between the Synod's leadership and presbyteries' leadership, with a spirit of mutuality and mutual accountability.⁵

These expectations were further detailed by the Synod in 2017 when it requested Presbyteries to engage collaboratively and in a coordinated manner with the Synod to enable Presbyteries to function in ways that are "lighter and simpler", and so be free to give priority to the Presbyteries' vital task of oversight involving pastoral-missional leadership.⁶

To ensure that these expectations are embodied in the ministry team models adopted by Presbyteries, the Synod further resolved to request each Presbytery and the Equipping Leadership for Mission unit (eLM) to enter into a process of conversation and

³ Relational Oversight is the focused care that a council or person has for another that involves ensuring they keep the faith of the church, are given support and encouragement for ministry and are held accountable for faith and action.

⁴ See Appendix B for details.

⁵ Synod Resolution 16.6.20F.

⁶ Synod Resolution 17.4.9A(a).

discernment as part of the implementation process to develop a ministry team model appropriate for its life and for effective resourcing for enabling mission.⁷

⁷

Synod Resolution 17.6.11.1(d).

2. Description of the Geographic and Demographic Area of the Presbytery

The Presbytery's boundaries stretch from Lorne in the south-west to Queenscliff in the south-east and include all the Bellarine Peninsula and Geelong. The western edge of the Presbytery includes Bacchus Marsh, Macedon Ranges and Sunbury.

In the north, the Presbytery ranges from the Macedon Ranges, and on to the eastern boundary it includes Wallan, Craigieburn, to Coburg, Brunswick, Northcote, Darebin and Croxton. All of Melbourne's western and north western suburbs are within the Presbytery's boundaries.

This presbytery has an extensive and varied demography, from high density inner city living, to the medium density living in the Northern suburbs, to low density housing of the rural country side from the Surf Coast and surrounding area across to the Macedon Ranges. It has pockets of low socio-economic living as well as established neighbourhoods of great wealth, and a large variety of retail businesses and light industrial areas.

We have over 70 congregations many of which are multicultural communities, some large, some small. We also have a number of agencies and schools in our bounds. We are very diverse: large and small, city and country, single and multi-cultural, traditional and experimental.

3. Description of the Uniting Church within the Presbytery of Port Phillip West

The Presbytery of Port Phillip West is a region of great diversity. It includes older and well-established areas and others which are brand new and developing. Congregations are also very diverse:

- 3.1. ethnically;
- 3.2. in size;
- 3.3. in expressions of worship;
- 3.4. theologically; and
- 3.5. in resources.

There are congregations which are growing while some are declining, and others are looking at new ways of "being church". There are several 'gathered congregations' – congregations in which members come from a wide range of places to worship together.

Multi and cross-cultural congregations include communities whose backgrounds include Vietnamese, Sudanese, Filipino, Samoan and Tongan members as well as individuals from other ethnic groups. There are also some specific ministries with families and children in both new and established housing areas, ministries with faith communities, ministry amongst people with disabilities and mental health needs. There is also a significant chaplaincy ministry within aged care and community service institutions, universities, hospitals, prisons and schools. These ministries are both spiritual and practical in nature.

The Presbytery carries responsibility for a great deal of property which raises issues of missional strategy and maintenance. The Presbytery is asset rich and has carefully developed a strong investment portfolio. However, future development is predicated on investment growth.

The Presbytery Office is located at 235 Derrimut Road, Hoppers Crossing, and provides office and meeting room accommodation, as well as ample car parking. It is located in the Hoppers Crossing Uniting Church complex and is within walking distance of Werribee Plaza Shopping Centre. Presbytery Ministry Team shares a pleasant office, with space available for private meetings and conversations.

4. Our Mission Strategy

The Vision of the Presbytery's 'Regenerating the Church – 2021 Strategy' speaks about participating in and witnessing to the wonder of God's mission. Joining in with God's mission, centred in Christ and empowered by the Spirit, is our call as a Presbytery. This mission is wondrous. It is beautiful and amazing, awe inspiring and ineffable; it is life giving and liberating. It is also the mission of the Crucified God. God who is present in pain and suffering; God beside the marginalised and broken; God with the rejected and oppressed; God who heals the fragile creation.

The church is called to participate in and witness to this mission; to be mission shaped. To be mission shaped means two primary things.

First, the total life of a community is an instrument through which 'Christ bears witness to himself' in the power of the Spirit. One of the ways that the Basis of Union describes the witness of the church is as follows:

*'The Church's call is to serve that end: to be a fellowship of reconciliation, a body within which the diverse gifts of its members are used for the building up of the whole, an instrument through which Christ may work and bear witness to himself.'*⁸

The Spirit of Christ makes possible the witness of any **Community of Christ** and enables us to participate in and witness to the mission of God. Every aspect of our life is an opportunity to bear witness to the Gospel as we find our identity in Christ by following his mission into the world. This includes the way we gather as communities, our treatment of each other, our use of property, our ecumenical engagement and our love and service in the world. The church may be fragile 'clay jars', but we have an irresistible and beautiful treasure that shapes our life, and that our total life witnesses to (2 Corinthians 4: 7).

Participating in and witnessing to God's mission is transformational; as we encounter God's grace, forgiveness, liberation, love, justice and reconciliation. As a 'pilgrim people', we invite others to journey alongside us in participating in and witnessing to the new humanity and new creation that God has inaugurated in the life, death and resurrection of Jesus Christ. The calling of the church is to witness to Christ through the shape of our life as followers of Jesus Christ in the life of the Spirit.

Second, to be 'mission shaped' means that participating in and witnessing to God's mission in Christ through the Spirit is essential to the life of **Communities of Christ**. Mission is not an optional extra to being the church. It is essential to being the church. Our call is not simply to do 'things better' or to do 'new things', but to allow the Spirit of Christ to regenerate and reshape our life as we join in with God's mission.⁹

A full copy of the Presbytery's "Regenerating the Church – 2021 Strategy" can be viewed on our website <http://www.regeneratingthechurch.org.au/>.

⁸ Paragraph 3, The Basis of Union (1992 edition)

⁹ Regenerating the Church 2021 Strategy

5. Presbytery Organisation, Structure and Leadership

The Presbytery of Port Phillip West has been structured in a way that provides leadership through elected office-bearers (Chairperson, Secretary and Treasurer), Presbytery Minister placements, and a number of committees and working groups that involve both lay and ordained members of the Presbytery.

The formation of the Presbytery of Port Phillip West brought a variety of models of working together – from more formal networks, to committed partnerships of congregations, agencies and ministers, to collegial networks on a more informal basis. Over the past decade the Presbytery has continued to take the best features of all these models, and to develop new ways of meeting and working together to achieve the missional and organisational goals of the Presbytery. In addition to its Standing Committee, the primary committees of the Presbytery include Pastoral Relations (PRC), Administration, Property and Finance (APF), Ministry Formation (MFC) and Mission, Strategy and Education (MSE).

In addition to these committees there are the following teams; The Executive, The Leadership Team and The Ministry Team (or Staff)

According to the regulations, Presbyteries must undertake a number of tasks to fulfil their role, and to do this, they need to be well resourced. In 2017 the Synod resolved to fund two positions, and encouraged Presbyteries to develop additional sources of income, through the appropriate stewardship of property that does not deprive the wider church of just and appropriate sharing.¹⁰ Additionally, the Synod 'Equipping Leadership for Ministry' (eLM) unit is adjusting its staffing model to ensure a close working relationship between unit staff and each Presbytery; this is anticipated to result in a 0.5 FTE "adjunct staff" position connected to the unit and engaging in its activities and resourcing.

In response to these funding changes and in order to fulfil its mission, the Presbytery of Port Phillip West has devised a new staffing model which consists of an Elected Chairperson (0.5 role), a full-time Presbytery Secretary/Administrator, two full-time (or equivalent) Presbytery Minister (Generalist) positions, and the Mission Development Strategist (0.5 FTE) / eLM Liaison & Education (0.5 FTE) in addition to the assistance provided through volunteer activity such as committee membership.

The Presbytery defines the 'Ministry Team'¹¹ as the Presbytery Chairperson, Secretary /Administrator, the two Presbytery Ministers and the Mission Development Strategist/eLM Liaison, while the 'Leadership Team' comprises the Presbytery Chairperson, Secretary/Administrator, and Committee Chairpersons. Appendix B describes the leadership roles of Presbytery Chairperson, Secretary/Administrator and Treasurer. Note: there is also an Executive of the Standing Committee comprising the Chairperson of Presbytery, Secretary/Administrator, Treasurer and Chairperson of PRC.

5.1. Presbytery Leadership

5.1.1. Key roles of the Presbytery Ministry Team (Staff Team) include:

- 5.1.1.1. Exercising pastoral and missional oversight of those providing ministry undertaken in the communities of Christ in the Presbytery
- 5.1.1.2. Supporting congregations in their worship and missional life and witness;
- 5.1.1.3. Ensuring the shared flow of resourcing (missional, financial, education and practical) for equipping leadership for mission within the presbytery;
- 5.1.1.4. Upholding the ethos of the Uniting Church as expressed in the Basis of Union;

¹⁰ Synod Resolution 17.6.11.1(f).

¹¹ Also sometimes called the 'Staff Team'.

- 5.1.1.5. Providing pastoral and liturgical expression of the ministry where appropriate;
- 5.1.1.6. Working effectively in a team context with other Presbytery office bearers (Chairperson, Secretary, Treasurer).

There are significant benefits for both the Presbytery and the Communities of Christ in ensuring that the Ministry Team is capable of performing multiple roles. This will provide for maximum flexibility, and allow for evolving and changing work patterns. A common position description has been established for Presbytery Ministerial positions. Nevertheless, it is recognized that people bring individual gifts, graces and skills, and so this Ministry Team will be selected to ensure that there are team members capable of:

- 5.1.2. Working with all Communities of Christ within the Presbytery;
- 5.1.3 Working with ministry agents; and
- 5.1.4. Working with administration, finance and property to support both congregations and ministers

In walking the way of Jesus, it is expected that the Ministry Team will reflect a healthy model of shared servant ministry, and

- provide a leadership role together with the Presbytery leadership team;
- meet and pray weekly and work as a team;
- support each other and respect each other's role and expertise;
- accept a discipline of openness to accountability;
- engage in individual and team supervision;
- ensure there is a designated Presbytery Centre (primary office space); and
- model team ministry within the Presbytery, in relationships with Synod staff and the other Presbyteries

6.. **Accountability**

The two Presbytery Ministers together with the Mission Development Strategist will be part of and accountable to the whole Presbytery through the Standing Committee. The leadership team including the Presbytery Chairperson and the chairs of the four Presbytery Committees (PRC, APF, MFC & MSE) will be responsible to the Standing Committee for the exercise of this accountability for the team and the individual members of the team. This leadership team will have responsibility for oversight of the staff positions. **In particular the Mission Development Strategist will be accountable to the MSE and supervised by its Chairperson.**

The Presbytery Chairperson will have responsibility for convening meetings of the Leadership Team and coordinating ministry functions (Regulation 2:11.3(b)).

The Presbytery Standing Committee will require the Leadership Team to exercise both pastoral care and oversight of the Presbytery Ministry team. This will include revision of tasks where necessary and through negotiation.

The Leadership Team will agree on the allocation of tasks among the Presbytery Ministers and the Mission Development Strategist (as detailed in the chart below) and will maintain a management document which sets out the particular and agreed responsibilities of each person.

The two Presbytery Ministers and the Mission Development Strategist will be members of the Presbytery Standing Committee, and each of the Presbytery Ministers will be expected to relate to one or more committees and other groups within the Presbytery, while the Mission Development Strategist will primarily work with the MSE Committee. They will all provide leadership and liaise with the Standing Committee and other groups as required.

The Presbytery Standing Committee will ensure that the leadership team initiates an annual appraisal of each of these ministries.

7 Shared Responsibilities

The Presbytery Ministers and the Mission Development Strategist will work together in the areas as detailed in the following chart. NOTE; this chart is part of the Regenerating the Church 2021 strategy as detailed on page 15 of the Strategy but has been amended in the light of the new Presbytery Leadership structure.

<u>MDS Key Responsibilities</u>	<u>PM's Key Responsibilities</u>	<u>Oversight Responsibility</u>
Develop and implement needs-based assessment processes (2a)		MSE
Mission consulting skill development and implementation (2b)		MSE
Mission planning facilitation and visioning (2e)		MSE
Research and communication of sustainable models of mission including social enterprise (2c)	Provision of education (2c)	MSE
Development and expansion of Regen Ministry (3d)		PRC/MSE
Development of tools and processes to work with cross-cultural leaders (4a)		MSE (Previously Intercultural Committee)
Translation of the 2021 Strategy information (4b)		Completed 2018
Work with cross-cultural leaders to equip young emerging leaders for mission and to encourage a strong inter-cultural presence on all Presbytery committees. (4c/d)		MSE (Previously Intercultural Committee & MSE)
Develop a collaborative culture across the Presbytery and goals to support 2021 Strategy (5a/b)		Presbytery Leadership Team/All committees of the Presbytery
Presbytery culture to further work with ethnic congregation in culturally sensitive ways (5c)		Presbytery Leadership Team/All committees of the Presbytery
Regular sharing of mission experiences and progress of strategy across committees and Presbytery in council (7b)		MSE
Share diverse models of church within and beyond the Presbytery through a range of media (7c)		MSE

The Presbytery Minister's responsibilities will be adjusted as to the gifts and abilities of the two Presbytery Ministers, once they begin their shared placement.

Note: The numbers in (..) refer to the 8 Vital Elements and Objectives (3.3) of the Regenerating the Church 2021 Strategy on page 11 of the Strategy.

The Mission Development Strategist / eLM Liaison & Education

8. Personal Qualities and Experience

The Mission Development Strategist / eLM Liaison and Education team member will

- 8.1. Possess a sound knowledge of the structure of the UCA, and prior involvement in a range of UCA Councils, including an understanding of, and commitment to the ethos of the UCA and the Presbytery model adopted by the Synod in 2017;
- 8.2. Have a clear understanding of the UCA Basis of Union, Constitution, Regulations and Manual for Meetings
- 8.3. Have an understanding of ministry and mission in the UCA, with developed theological insight and reflective skills
- 8.4. Understand and be personally committed to the multi- and inter-cultural nature of the UCA and its commitment to working with both First and Second Peoples
- 8.5. Understand that re-definition and role adjustment may take place as the Presbytery discerns its way forward
- 8.6. Have competency as a leader, and be able to inspire others
- 8.7. Be able to articulate the importance of a Call to the Ministry of Mission Development Strategist / eLM Liaison & Education for the life of the Church and for him or herself
- 8.8. Have a realistic sense of her or his own identity and an awareness of strengths and weaknesses
- 8.9. Have the flexibility to work with people in a variety of contexts;
- 8.10. Be committed to Team Ministry and regular team meetings, while able to work independently and co-ordinate activity within a team environment
- 8.11. Be motivated with energy and enthusiasm

9. Skills and Abilities

The Mission Development Strategist / eLM Liaison and Education team member will demonstrate;

- 9.1. A capacity to think strategically and to facilitate strategic planning
- 9.2. The ability to reflect on issues theologically within the broad theological framework of the Basis of Union of the UCA
- 9.3. An ability to recognise and take advantage of new mission opportunities (internal and external) in line with the Presbytery Mission Strategy.
- 9.4. A capacity to act as change agent, comfortable with change and able to manage change while energising and resourcing complex organisations;
- 9.5. A capacity to lead and work with people, councils and agencies within the UCA in an encouraging and constructive manner;
- 9.6. Effective interpersonal communication skills, particularly in the areas of liaison, negotiation, mediation, decision making and problem solving
- 9.7. A capacity to implement policy decisions, coupled with compassion

10. Desirable skills and qualities:

The Mission Development Strategist / eLM Liaison and Education team member will demonstrate

- 10.1. A pro-active approach that listens and responds to people.
- 10.2. Creativity; and an ability to deal with ongoing role adjustment.
- 10.3. Clarity on responsibilities and boundaries.
- 10.4. Willingness to break new ground without losing focus on 'business as usual.
- 10.5. Accountability – in the role and with others.
- 10.6. A well-organised approach, with good time management and relevant IT skills.
- 10.7. Good pastoral and administrative skills.

11. The Mission Development Strategist / eLM Liaison and Education team member will:

11.1. Work with congregations, agencies and institutions

- 11.1.1. Helping to equip and enrich all congregations and agencies to engage in mission beyond the bounds of the church;
- 11.1.2. Helping congregations and ministry workers to develop, implement and evaluate their local and regional mission plans;
- 11.1.3. Engaging in regional planning for the life and work of the Uniting Church in the area through congregations, faith communities, Uniting Care agencies, chaplaincies and UCA schools
- 11.1.4. Developing expertise in mission and theological discernment in congregations, faith communities and agencies
- 11.1.5. Facilitating mission studies and reviews of future ministry requirements prior to profile writing

11.2. Work with Ministry Agents

- 11.2.1. Facilitating relationships between those in various ministries of the UCA;
- 11.2.2. Encourage Congregations to understand and participate in the Regenerating the Church 2021 strategy;
- 11.2.3. Work with Mission Strategy & Education committee to undertake Mission, Visioning and Planning
- 11.2.4. To undertake Mission Studies throughout the Presbytery
- 11.2.5. Collaborate with MSE committee on the support and review of Presbytery Mission Placements and Regeneration Ministries.

12. Position Requirements

The position of The Mission Development Strategist / eLM Liaison and Education team member within the Presbytery of Port Phillip West is a placement within the Uniting Church in Australia and is open to ordained and lay members of the Church. The person appointed to the position will require

- 12.1. Flexibility in work practice, including availability for scheduled after-hours and occasional weekend work
- 12.2. Occasional intra- and interstate travel may be required;
- 12.3. A current Working with Children Check is a mandatory requirement.
- 12.4. A valid driver's licence; and,
- 12.5. Accreditation (or a willingness to seek accreditation) as a community chaplain with VCC Emergency Services.