

JOB DESCRIPTION & PERSON SPECIFICATION



Assistant Minister

What we're looking for:

A gifted Bible teacher with strong pastoral skills, who will work directly with the Senior Pastors and as part of our staff team, and will help to share in ministry across the whole church family.

The role would suit someone who has: a passion for the life-giving Word of God and the gospel; skill in teaching, both from the pulpit and in small groups; the ability to communicate ideas effectively with humour and insight; patience, empathy and compassion; good interpersonal and organisational skills.

The role:

Accountable to the Senior Pastors, and working alongside the staff team and other volunteer leaders in the wider ministry of the church:

- As a member of the staff team, play a full role in the overall leadership of Grace Church Greenwich including attendance at the regular staff meetings, Trustees meetings etc.
- Be involved in the preaching and teaching ministry within the church – including organising and leading short courses where appropriate.
- Play a role in overseeing the activities and training of the Ministry Apprentices
- Model by both word and action a lifestyle commensurate with the teaching of the Bible.
- Provide one to one pastoral support to Church members in some circumstances
- Be involved in the development of our wider strategies as part of the leadership of the church, including our cooperation with other churches in London and beyond.
- Undertake appropriate formal and informal training as agreed with the Senior Pastors and the Trustees.
- Participate in an annual appraisal process under the oversight of the Trustees.
- Carry out other work reasonably required by the Senior Pastors.

All the above are to be carried out in accordance with the Diocese of Southwark General standards of practice in pastoral care.

Skills, experience and approach:

1. Clear mature personal faith in Jesus Christ as Saviour and Lord, with a desire to serve God through the local church. They will accept the authority of the Bible in all matters of life and doctrine.
2. A good knowledge of the Bible and Christian truth, and the ability to teach the Bible clearly. They will have integrity in seeking to apply the teaching of the Bible in their personal life and will be committed to prayer both personally and with others.
3. They will share the vision and values expressed by the Senior Pastors and the Trustees of Grace Church Greenwich. They will be sympathetic to the basic tenets of Anglicanism, and willing to work within that framework.

4. Enthusiasm for the Gospel and a passion for seeing people come to faith and grow in their relationship with God. They will have a heart for discipling people and will have demonstrated that in their previous ministry.
5. The ability to relate to a wide variety of people of different ages, backgrounds and needs (both from a church background and those with no church background).
6. A pastoral heart and the ability to support and encourage others in their Christian life.
7. They will be prepared to play a full part in the life of the worshipping community at Grace Church Greenwich.
8. Proven leadership, organisational and communication skills including the ability to give talks and preach in a variety of contexts.
9. The ability to work on their own initiative and as part of a wider team and within a supervised relationship.
10. The ability to maintain confidentiality where appropriate.
11. Reliable and flexible in approach; calm and thoughtful in a crisis, and someone who is not disturbed by difficult situations.
12. The ability to carry out their duties both during the daytime and evenings as agreed with the Senior Pastors.
13. Significant experience relevant to the post.
14. Relevant formal training and qualifications, and will be willing to continue learning, undertaking formal and informal training as agreed with the Senior Pastors and the Trustees.

Terms and conditions:

This role is advertised as a full-time post working 45 hrs/week spread over 5 days during the term time of the Cornhill Training Course and 6 days in the remainder of the year. The Trustees would however also be prepared to consider more experienced applicants who wished to undertake the role on a part time basis. The salary for the role is £27,500.

The holiday entitlement is 6 weeks per year plus all public holidays, although some of these will need to be worked with time off given in lieu.

All agreed expenses incurred in the course of carrying out duties will be reimbursed.

There is a GOR that the person appointed is an Evangelical Christian in agreement with the ethos, values and vision of Grace Church Greenwich. The appointment is subject to a satisfactory enhanced DBS check.

The closing date for applications is Friday 6th May 2022.

To apply, please send a CV and a covering letter to fiona.mahendran@greenwich.church.

To organise an informal conversation with one of the Senior Pastors, please contact andrew.sach@greenwich.church.

It is hoped that the successful applicant will be able to start work on 4th September 2022.

Employment is subject to satisfactory references and the satisfactory completion of a six-month probationary period.