

Wahroonga Anglican



Senior Assistant Minister

Our mission

WELCOME GROW SERVE REACH

*Saved by **Jesus**, we...*

welcome others to live as God's family, **grow** together to build up God's church, **serve** all to reflect God's love, and **reach** many to share God's hope

*...as we long for **home**.*

Who we are

We are a reformed evangelical church and believe that the Bible is God's inspired and revealed word and the authority for doctrine within the church. It is God's revelation of all we need in order to know him through our Lord Jesus Christ. There is, therefore, a strong emphasis on expository Bible teaching in the church and in the many activities that form part of it and radiate from it. We are a parish church seeking to serve our local community. However, the church family is not confined to parish boundaries; the network of relationships through work, leisure and friendships means that the influence of the church family spreads much wider. We have mission links within the diocese, the city, further afield in Australia and internationally. The Lord has blessed us with excellent facilities which are in regular use. We are committed to God's mission – proclaiming Jesus Christ as Lord to Wahroonga, to our communities, our city and our world. We recognise the need to equip the whole church family to participate effectively in this work. We are an Anglican church, but the church family is composed of people from various backgrounds, united by the Christ-centred, Bible-based teaching and evangelistic outlook of the church. We are concerned about the challenges of our culture, and those facing Christians and want to remain faithful to Scripture as the revealed word of God.

Our Team

The staff team at Wahroonga Anglican includes Andrew Rees (Rector), *Josh Lewis (Senior Assistant Minister)*, Gavin Parsons (Assistant Minister - Seniors), Tamar Pollard (Assistant Minister - Families), Matt Capel (Assistant Minister - Youth), Caroline Freitag (Assistant Minister - Children), Sarah Hunziker (Administrator: Ministry, Governance, Premises, Systems), Celia Pearce (Administrator: Finance, Risk Management), Student Ministers (training at Moore College), Ministry Trainees (undertaking our Gap-Year Program).

Our Church Family

Our church family meets across our 2 sites (Pearces Corner and Water Street), currently gathered in 5 weekly congregations, with approximately 500 adults and 175 children and youth. Our mission as a church is made possible by the gifts God has given our church family and the way his spirit works in our lives to serve him with these gifts, to build his church in Wahroonga and beyond.

Role Description

The *Senior Assistant Minister* works in prayerful partnership, under the Rector, alongside the senior leadership team, to lead the development of Wahroonga Anglican's mission.

The *Senior Assistant Minister* is a senior leadership role, undertaken at three levels of church life:

- **Executive Leadership** - supporting the rector in the day-to-day running of Wahroonga Anglican and the strategic direction of the church
- **Mission Leadership** - cultivating and promoting the mission across the ministries of Wahroonga Anglican
- **Gathering Leadership** - Pastoral oversight of designated congregations

Key Responsibilities

Key Responsibility 1: Executive Leadership

The *Senior Assistant Minister* has a particular focus on supporting the Rector in the day-to-day running of Wahroonga Anglican and the strategic planning for the future direction of the church.

- **Assisting the Rector in leading the development and implementation of Wahroonga Anglican's mission and vision, across the church family and into the community. This may include:**
 - Meeting with the Rector (and Senior Leadership Team):
 - to plan and pray for the mission of Wahroonga Anglican
 - to review our ministries to ensure alignment with our mission.
 - Meeting with the Rector and wardens to review our facilities, policies and procedures to ensure alignment with our mission.
 - Oversee the communication of Wahroonga Anglican's mission across our church family and into the community. This may include:
 - Development of our online presence
 - Ensuring clear communication with the church family
 - Promotion of church ministries aligned with our mission
- **Assisting the Rector in the oversight and care of the Wahroonga Anglican staff team. This may include:**
 - Development of an appropriate organisation structure for the staff team to enable us to effectively pursue our mission together
 - Fostering a healthy staff team culture
 - Oversight of designated staff members (as agreed with the Rector)
 - Development and coordination of staff meetings
 - Development and maintenance of effective communication amongst the staff team to facilitate information flow and decision-making
 - Oversight of human resources processes: including recruitment, onboarding, development, leave, and departures.
- **Support other aspects of Wahroonga Anglican's Mission, as mutually agreed with the Rector.**

Key Responsibility 2: Mission Leadership

The *Senior Assistant Minister* is part of our mission leadership team overseeing the staff team and church family of Wahroonga Anglican in development of our mission. The mission of Wahroonga Anglican is captured below:



The mission leadership team is responsible for developing and pursuing a vision for what achieving this mission would look like across the whole church family.

This developing vision would include the following:

- Instilling values that underpin each aspect of the mission
- Setting objectives to help us fulfil each aspect of the mission
- Structuring activities to support the mission in big and small group settings
- Equipping teams to serve each aspect of the mission

Currently the *Senior Assistant Minister* takes particular responsibility for the **REACH** aspect of our mission - **REACH many to share God's hope.**

This part of our mission has two main strategies:

- Connecting with those around us
- Communicating Jesus

We seek to undertake these strategies, as a whole church family - through our gatherings and programs; and personally - through our own lives and relationships.

Key Responsibility 3: Gathering Leadership

As part of the senior leadership team the *Senior Assistant Minister* would have pastoral oversight of designated congregations and associated Small Groups. This currently involves the following Gatherings:

- Oversight of our **9.30am Pearces Corner Gathering**, in partnership with a female co-leader, team leaders and small group leaders.
- Shared oversight (alongside the *Assistant Minister - Youth*) of our **6pm Water Street Gathering**, in partnership with female co-leader, team leaders and small group leaders.

Other Responsibilities

The *Senior Assistant Minister* will be a prayerful, committed Christian, growing in godliness, with evangelical convictions and a demonstrable ability to work within teams. They will be responsible for:

- Leading and developing prayer support for the above responsibilities
- Active involvement in Sunday services - leading and preaching
- Being committed to your own theological development
- Part of the staff team and prioritising weekly staff and strategic meetings.
- Meeting with the Rector regularly, as mutually agreed with him.

Personal Responsibilities

- Devoted to prayer and the reading of God's word
- Growing in godliness
- Demonstrable love for your family
- Involved in befriending and sharing the gospel with unbelievers

Personal Specification

- A committed Christian with evangelical convictions
- Supports complementarian ministry
- Has attained theological qualifications (BTh, MDiv or equivalent)
- A demonstrable love for people
- A proven experience in pastoral ministry
- Ability to think strategically about gospel ministry in a local church
- Committed to the church family of Wahroonga Anglican
- Possess personal integrity and faithfulness
- Ability to lead existing ministries as well as develop new ideas
- A self-starter
- Ability to lead, motivate and organise a team
- Ability to plan, prioritise and delegate tasks
- Committed to training people for ministry
- Ability to implement change
- An effective communicator, able to handle interactions in a godly manner

Hours, Remuneration & Supervision

This is a Full Time position:

- 1 weekday off per week
- 4 weeks annual leave per year (max. 4 Sundays)
- Conferences and training by agreement with the Rector

Remuneration, superannuation and Terms and Conditions will be according to the diocesan 'Remuneration Guidelines' and 'Employment Relations Guidelines for Parishes'.

Of your stipend, 40% can be paid into your MDBA account and in addition, other ministry allowances will be paid directly into your MDBA Account. Details of the allowance categories can be sourced from Celia Pearce (Administrator - Finance).

Supervisor: The Rector (Andrew Rees)