

Job description:

Oakleigh Community Church Minister/Pastor

Responsible to:	The Vicar of St Barnabas Church - Henry Kendal
Work base:	Office at St Bs Church building, but regularly at Oakleigh Community Church
Hours of work:	Full Time
Salary:	Stipendiary (locally funded) with housing provided

Introduction

Oakleigh Community Church is a vibrant charismatic evangelical church, with a multicultural membership and a dynamic missional outlook. As a church planted from St Barnabas 20 years ago, we have a heart for church-planting ourselves. We are on a journey to remodel every level of our church's leadership to reflect the diversity of our membership and so welcome applications from all backgrounds.

Principal Objective

To lead Oakleigh Community Church

Main Duties and Responsibilities:

- 1) Leadership Responsibilities:
 - a) Seeking the Lord for vision and direction for Oakleigh Community Church
 - b) Communicating and delivering this ongoing vision, direction and strategy of Oakleigh Community Church
 - c) Leading and preaching at services at OCC and elsewhere as appropriate
 - d) Overseeing Sunday congregation and Spirit filled, bible based, God focussed worship services
- 2) Adult Church Discipleship and Pastoral Care:
 - a) Raising up, empowering and leading the Oakleigh Church leadership team
 - b) Developing discipleship programme/structure for the adult membership
 - c) Developing and overseeing small group network, including recruitment, training and supervision of leaders
 - d) Developing and overseeing a pastoral team
 - e) Encouraging the entire church to take on a lifestyle of caring for each other
 - f) Dealing with crisis pastoral situations
- 3) Training, Discipleship and Deployment roles:
 - a) Developing a leadership pipeline to identify, train, mentor and develop current and new leaders
 - b) Delivering training courses and seminars
 - c) Recruiting, line managing and developing ministry staff & volunteers
- 4) Administration and Management. Overall responsibility for the management of Oakleigh Community Church in association with the St Barnabas Operations Team:
 - a) Budget holding for the finances
 - b) Maintenance and development of church facilities
 - c) Ensuring smooth running of administration of the church
- 5) Other duties:
 - a) Leading occasional offices including preparation and follow-up visits
 - b) Attending various deanery and area clergy and other meetings
 - c) Lead and teach at services and meetings throughout St Bs as required and agreed with Line Manager

Note: This job description does not form part of the Vicar's working agreement but is provided for guidance. The precise duties and responsibilities of any role may be expected to change over time. The Vicar will be consulted over any proposed changes to this job description before implementation.

Person specification:

Please check the following list of characteristics before applying.

<i>Requirements</i>	Desirable	Essential
See application form Section 9 “Confidential Information” for other essential role requirements concerning references, protecting children and vulnerable adults, etc.		X
To adhere to the Statement of Belief of the Evangelical Alliance		X
To be (or become) a committed member of Oakleigh Community Church, regular in Sunday worship, and actively volunteering in the life of the church and its ministries		X
To take an active part in weekly staff prayers, any team away days and retreats		X
<i>Skills, knowledge and experience²</i>		
Inspirational, collaborative, pro-active, resilient leadership skills		X
Committed to personal discipleship and growth in the Christian faith		X
Ability to plan, communicate and implement vision and strategy		X
Knowledge and experience of how churches are led, run and communicated to; and a track record of leading something that has grown		
Ability to identify, train and release leaders and servers		X
Theologically committed to both Word and Spirit		X
Big faith - Prayerful and full of faith; expecting great things of God		
Engaging communicator including excellent preaching skills		X
Ability to help integrate people from diverse backgrounds into church life		X
Skill in dealing with and understanding of a broad range of pastoral issues		X
Experience of managing a team with the attitude of enabler, problem-solver, delegator		X
Able to lead contemporary charismatic corporate worship (e.g. New Wine/Soul Survivor/Bethel), including experience in leading ministry in the power of the Holy Spirit		X
Ability to self-reflect with good self-awareness, emotionally intelligent, generous, releasing Charismatic, humble, fun-loving		X
Good team player and delegator, natural collaborator, and developer of people with excellent interpersonal/communication skills		X
Ability to network beyond Oakleigh Community Church		X
Highly confidential and trustworthy		X
Highly organised with good time management and scheduling skills with ability to multi-task and complete jobs		X
Ability to work with initiative with high capacity and remaining calm under pressure		X
Fluent, clear and concise spoken and written English		X
Experience of Office 365, Facebook, YouTube, WordPress, Instagram and video editing (or ability with similar digital office and media software and willingness to learn)	X	
Experience of a church management system e.g. ChurchSuite	X	
Experience of managing a budget	X	
An ordained priest within the Church of England		X
Completed initial Ministerial Education		X