



## STAFF POSITION DESCRIPTION

<i>Title</i>	ASSOCIATE PASTOR – MELBOURNE WEST		
<i>Team</i>	Melbourne West		
<i>Engagement level</i>	4 days per week	<input checked="" type="checkbox"/> Paid	<input type="checkbox"/> Voluntary
<i>Reports to</i>	Lead Pastor Melbourne West		
<i>Last updated</i>	19/12/2018		

### ABOUT CITY ON A HILL

City on a Hill began with a small team and a big vision to make a difference in our world for the glory of God. Since our inception in Melbourne in 2007, we have witnessed a special work of God's grace as he has united hundreds of men and women around the mission of 'knowing Jesus and making Jesus known'. City on a Hill now meets across five locations in three cities – including Melbourne's West, a congregation which began in April 2014, and is now a community of close to 300 people.

While our story is characterised by constant change and growth, we have maintained an enduring commitment to Christ and his call on our lives in this generation. We are committed to raising up gospel hearted leaders, to build healthy churches, which will reach and serve cities with the gospel of Jesus.

We are thankful for God's continued blessing and our ongoing growth, and are excited to be in a position to further build our team with the appointment of an Associate Pastor at the Melbourne West congregation. This is a significant appointment in providing strategic support to the City on a Hill Melbourne West Lead Pastor.

The position will initially be a part-time role (ideally 4 days per week), and it is our hope that it will increase to a full-time role in the future.



## ROLE SUMMARY

City on a Hill desires to be one family made up of many communities of life, love and mission. We envisage a community where the fruit of gospel transformation overflows in the lives of our people, where all people of any background are welcomed to partake of the blessing of covenant community, and where the lost and broken in our world are actively engaged with the good news of Jesus and compelled to trust Him.

The Associate Pastor – Melbourne West will be someone of exceptional character and vision – an all-rounder capable of crafting bold, imaginative and practical strategies to further God’s kingdom and disciple God’s people.

The Associate Pastor – Melbourne West is based in Melbourne and reports to the Lead Pastor – Melbourne West.

## RESPONSIBILITIES

The Associate Pastor will be tasked with supporting the Lead Pastor in executing the mission of knowing Jesus and making Jesus known. This will include:

- Providing leadership, training, discipleship and pastoral care to the members of City on a Hill: Melbourne West
- Overseeing key ministry areas (eg. small group ministries) as need and opportunity dictate
- Management of various special projects in partnership with the Lead Pastor
- Ongoing ministry evaluation and assessment of ministry health.

## REQUIRED SKILLS, CHARACTER AND EXPERIENCE

The following skills and experience are deemed *essential* for the fulfilment of this role:

- Fulfil the qualifications of an elder as laid out in 1 Timothy 3:1-7, Titus 1:5-9, and 1 Peter 5:1-4
- A robust understanding of the Scriptures and the centrality of the risen Christ



- A life that exemplifies a desire to *know Jesus*, shown through a growing relationship with Christ in prayer, devotion to the word, worship and discipleship.
- A heart to *make Jesus known*, shown through a deep love for the lost and a bold witness to share the good news of Jesus' death and resurrection to a perishing world.
- Ability to preach, teach and train in both gathered and one-to-one settings.
- Experience in leading leaders and a demonstrated ability to cast vision, recruit, assess and deploy leaders and 'equip the saints for the work of ministry'.
- Excellence in professional skills such as time-management, efficiency, work- capacity, written and verbal communication, organisation, and meeting engagement.

The following skills and experience are *desirable* for the fulfilment of this role:

- Completed theological degree from an evangelical bible college
- Prior work experience on a church staff team

All City on a Hill staff must hold a current Victorian Working with Children Check, a National Police History Check that returns no disclosed outcomes that would exclude you from the role, and uphold the standards outlined in the Anglican Church of Australia Faithfulness in Service code of personal behaviour for church workers.

## HOW TO APPLY

To apply for the role please send your current resume along with an application letter addressing the required skills, character and experience to [hr@cityonahill.com.au](mailto:hr@cityonahill.com.au). Also include contact details of at least two referees most familiar with your relevant skills to this role.

For more information please contact us on 03 9640 0990, or email [hr@cityonahill.com.au](mailto:hr@cityonahill.com.au)

***Applications close Friday February 1, 2019***