



CATHOLIC ARCHDIOCESE OF MELBOURNE

## **Discipleship Specialist – Young Adults and Campus Ministry Catholic Archdiocese of Melbourne**

- **Permanent, full time role**
- **East Melbourne base with flexibility**

The Catholic Archdiocese of Melbourne through its ministries and agencies is at service of the people of God, planting the Gospel of Jesus Christ into their communities and lived daily.

Reporting to the *Team Leader – Discipleship* the *Discipleship Specialist – Young Adult and Campus Ministry* provides specialised expertise in the areas of young adult ministry and campus ministry to the Proclaim: Office for Mission Renewal team in carrying out their support, formation and resourcing of Catholic communities across the Archdiocese of Melbourne toward a more missionary orientation. Recognising that programs do not make disciples but people do, discipleship is primarily about developing the capacity of leaders within Catholic communities to develop relationships that are intentional, personal and structured.

The *Discipleship Specialist – Young Adult and Campus Ministry* will be responsible for three areas of focus:

- 1. Young Adult Discipleship**
- 2. Discipleship Internship, and**
- 3. Campus Ministry**

The essential elements for each applicant are:

- Tertiary qualifications (or working towards) in theology, religious education, ministry or a similar relevant discipline.
- Current Victorian Driver's Licence (essential)
- National Police record check (essential)
- Working with Children Check (essential)

To express your interest in this position, please reach out to [recruitment@cam.org.au](mailto:recruitment@cam.org.au) with a copy of your up to date CV addressing the essential skills and requirements of the role in the Position Description attached to this advertisement by 17<sup>th</sup> June 2021. We would also like to understand your motivation for applying for this position.

If you would like any further information, please contact Nathan Costin, Discipleship – Team Leader on [Nathan.costin@cam.org.au](mailto:Nathan.costin@cam.org.au)

The Catholic Archdiocese of Melbourne is committed to the safety, wellbeing and dignity of all children and vulnerable adults. It is a requirement across our organisation that all clergy, employees and volunteers have a valid working with children check.

Successful applicants must be eligible to work in Australia, hold a current unrestricted drivers licence; and will be required to undertake a Police Check that is satisfactory to the Catholic Archdiocese of Melbourne.

**Position Description on next page**



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## ROLE DESCRIPTION

### 1. ROLE

Role Title:	<b>Discipleship Specialist – Young Adults and Campus Ministry</b>
Department:	Proclaim: Office for Mission Renewal
Location:	East Melbourne
Employment Status:	Full time
Reports to:	Team Leader - Discipleship
Date of Approval by Reporting Manager:	
Reporting Manager Name:	Nathan Costin
Reporting Manager Signature:	

### 2. PRIMARY OBJECTIVE OF THE ROLE

Reporting to the *Team Leader – Discipleship* the *Discipleship Specialist – Young Adult and Campus Ministry* provides specialised expertise in the areas of young adult ministry and campus ministry to the Proclaim: Office for Mission Renewal team in carrying out their support, formation and resourcing of Catholic communities across the Archdiocese of Melbourne toward a more missionary orientation. Recognising that programs do not make disciples but people do, discipleship is primarily about developing the capacity of leaders within Catholic communities to develop relationships that are intentional, personal and structured.

The *Discipleship Specialist – Young Adult and Campus Ministry* will be responsible for three areas of focus:

#### **1. Young Adult Discipleship**

- Providing expertise and support to the Animation Team members on the area of young adult evangelisation and discipleship and within a parish or local community context.
- Work with the Discipleship team to develop the 'Archdiocesan Strategy for Youth, Young Adults and University Discipleship'.
- Exploring best practice models, resources and other supports for young adult evangelisation and discipleship and discerning how these could be implemented in local communities within the Archdiocese of Melbourne.
- Developing resources, training, and facilitate initiatives that support young adult evangelisation and discipleship to be implemented within a parish or local community context.

- Developing capacity in local communities to initiate, continue or expand their ability to implement models, programs or resources for young adults in their context.
- 2. Discipleship Internship**
- Co-ordinate the Disciple Internship by developing resources, training, and pastoral placements for the Discipleship Interns.
  - Supervise the recruitment, selection, and employment of discipleship interns in consultation with HR.
  - Manage the day to day running of the Internship Program, including supervision of Interns, budget, and individual mentoring.
- 3. Campus Ministry**
- Work collaboratively to ensure that there is a cohesive approach to young adult and Campus Ministry across the Archdiocese.

### 3. OFFICE/TEAM OVERVIEW

The Archdiocese of Melbourne through its ministries and agencies is at the service of the people of God, planting the Gospel of Jesus Christ into their communities and lives daily.

Presided over by the Archbishop of Melbourne, the Archdiocese comprises around 1.1 million Catholics, and is the largest Archdiocese in Australia with a wide variety of people, cultures and ministries, providing services and support to 210 parishes and over 334 schools through pastoral, educational, social welfare and administrative support.

Under the guidance of four key priorities outlined by the Archbishop, the works and activities of the Archdiocese are oriented towards a missionary focus to address the ongoing needs of: Local Communities; Families; Youth and Young Adults; and the Poor, Broken and Wounded.

This is achieved through a pro-active engagement in the sharing of Mission; a reaching out in Gospel boldness; operating in an agile and responsive mindset; identifying and embracing what is fruit bearing in our works; understanding the outward focus and call of being missionary disciples; and being mindful of good stewarding in terms of time, talent and gifts.

The Proclaim: Office for Mission Renewal Team is a core initiative at the service of proclamation, formation and mission for the Archdiocese of Melbourne: offering strategies, resources and support for the pastoral needs of parishes and local faith communities; and focusing on the proclamation of the Gospel, faith formation and Christian living delivered with missionary energy.

### 4. KEY ACCOUNTABILITIES

- Support parishes and communities in their engagement with and outreach to young adults to instil a proactive engagement in the sharing of Mission and a reaching out in Gospel boldness.
- Support the identification and encouragement of local missionary leaders involved in young adult ministry, to be effective evangelisers who are instrumental in the Church's missionary transformation and ecclesial renewal to build a network of discipleship animators throughout the Archdiocese of Melbourne.
- Explore and create models, resources, training and other supports for understanding and effecting a contemporary model of young adult evangelisation and discipleship in a variety of local contexts and communities to enable and equip local faith leaders to drive towards an outward missionary orientation.

- Explore and identify effective models and resources for an evangelisation focussed model of tertiary education campus ministry to enable and equip local faith leaders to drive towards an outward missionary orientation.
- Display a consistent mindset of agility, adaptation, innovation and continuous improvement by identifying ways to ensure the needs of parishes, communities and other stakeholders of the Archdiocese – in the specialist ministry to young adults - are being met in a changing and secular environment.
- Engage and build strong relationships with leaders in Parishes and communities where young adults seek community throughout the Archdiocese to build relationships of trust that enable openness to new ideas and a call into new frontiers of mission.
- Take reasonable care to protect the health and safety of themselves, fellow staff and others in the workplace.

## 5. KEY RELATIONSHIPS

WHO	WHY
<b>Internal Stakeholders</b>	
Team Leader - Discipleship	Escalate issues, keep informed, advise and receive instructions. Provide direction and manage performance.
Proclaim Team	Participate in discussions and decisions regarding Mission strategies and support for parishes and Catholic communities. Provide suggestions and input into development of resources and programs offered to parishes and local communities. Participate in meetings to represent work group perspective and share information.
Animation Consultants	Respond to requests for resources or support in facilitating of training in the area of expertise (young adult and campus ministry).
<b>External Stakeholders</b>	
Clergy, Parishes, Catholic communities	To effectively identify and serve the needs of parish and local communities. Provide and gather information to enable a deeper understanding of Archdiocesan/client requirements and provide support that is requested. Build relationships of trust.
Young Adults and Tertiary Students	Provide and gather information on the reality of the lives of young people today and the issues impacting them as students and/or in the wider community.
Catholic Young Adult Ministries & Campus Ministries	Provide and gather information on youth ministry and family accompaniment initiatives, resources and supports offered within the Archdiocese of Melbourne by non-diocesan communities or organisations. Maintain connections and network where relevant.
National and International Youth Ministries and Family Ministries	Provide and gather information on youth ministry and family accompaniment initiatives, resources and supports offered within the Archdiocese of Melbourne by non-diocesan communities or organisations. Maintain connections and network where relevant.
Tertiary Education Institutions and Chaplaincies	Build relationships of trust and openness. Provide and gather information to enable an understanding of the tertiary education environment and chaplaincy provision.

## 6. ESSENTIAL REQUIREMENTS OF THE ROLE

*The Archdiocese is committed to the safety, wellbeing and dignity of all children and vulnerable adults.*

- Tertiary qualifications (or working towards) in theology, religious education, ministry or a similar relevant discipline.
- Current Victorian Driver's Licence (essential)
- National Police record check (essential)
- Working with Children Check (essential)

## 7. KEY SELECTION CRITERIA

- An extensive understanding of, and commitment to, the teachings of the Catholic Church and a commitment to the philosophy and core values of the Catholic Archdiocese of Melbourne.
- Significant experience (3+ years) in a Church environment or evangelisation ministry setting with a focus on young adult ministry and/or campus ministry.
- Exceptional communication skills with proven capability to network, present to, and influence with individuals, community groups and meetings.
- Proficiency in successfully working on collaborative processes and practices that encourage team and stakeholder involvement and input.
- Commitment to being adaptable and demonstrating flexibility and agility in the workplace. Including willingness to work variable hours according to local community needs (i.e. evenings and weekends).
- Ability to respond positively to challenging circumstances and commitment to collaboratively finding solutions to challenging problems.
- Exceptional resource and time management skills delivering work to achieve objectives efficiently and within agreed timelines.

## 8. INTEGRITY IN THE SERVICE OF THE CHURCH

Integrity in the Service of the Church aims to help employees reflect on and uphold Christian vision and values in all relationships and actions. The principles and standards which make up the Integrity in the Service of the Church are extensions of five basic principles for Church employees in which they:

- 1. Are committed to justice and equity**
- 2. Uphold the dignity of all people and their right to respect**
- 3. Are committed to safe and supportive relationships**
- 4. Reach out to those who are poor, alienated and marginalised**
- 5. Strive for excellence in all their work**

Service, given according to these principles, is life-enriching for both providers and recipients.

Our Reform in the Walking program identifies the following values:

- Collaborative and can build engagement around a common purpose
- Energy and Passion for Gospel Mission – be informed by the needs of the people you serve – communities, poor, young and families
- Flexible and agile in how to respond to ever changing needs
- Accountability and delivery
- Foster solutions within the communities
- Stewardship Care