

RECRUITMENT PACK



Young Leaders' Development Lead



Scripture Union Scotland is registered in Scotland as a charity (no.SCO11222) and as a company limited by guarantee (no.SC54297).

New Olympia House, 13 Olympia Street, Glasgow, G40 3TA.
suscotland.org.uk | 0141 332 1162



Young Leaders' Development Lead

Hello.

Thank you for taking the time to check out this new leadership opportunity with SU Scotland.

Our shared vision is to see every child and young people in Scotland exploring the Bible and responding to the significance of Jesus.

We're probably best known for our work in schools, with churches and in SU centres. not to mention our dynamic programme of holidays and camps for children in P5 through to S6 where we say to every child and young person, "You belong here."

This role presents a fantastic opportunity to lead a vital aspect of SU Scotland's 2024 - 2027 strategy - discipling and mentoring a new generation of young leaders across Scotland.

I hope you enjoy reading through the recruitment pack and if you have questions about the role prior to applying, please contact Jackie Ringan at Jackie.Ringan@suscotland.org.uk.

In the meantime, be assured of our prayers for you and others giving serious consideration to whether this could be the right thing for you.



Robin

Robin MacLellan, CEO
robin.maclellan@suscotland.org.uk



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ABOUT SU SCOTLAND

Scripture Union Scotland is part of the worldwide family of Scripture Union movements that began in the nineteenth century and now operate in over 130 countries across the world.

We are a Christian charity working in partnership with local churches and other sympathetic organisations. More than 2,000 volunteers are involved in helping to run our activities, together with around 120 staff and associate workers.

- Our SU Holidays and weekends are the place to be for high energy activities, music, crafts, friends, fun, camping and a whole lot more with Magnitude. Festival adding a dynamic new dimension to the mix.
- Our residential centres are places of adventure, escape, discovery and hope, hosting thousands of school pupils on residential breaks each year
- We work in schools throughout the academic year. SU workers and volunteers contribute to the curriculum in many of Scotland's schools.
- Our discipleship programme helps young people to grow, learn, explore and develop leadership skills.





OUR STRATEGY 2024+

VISION

Our vision is to see every child and young person in Scotland exploring the Bible and responding to the significance of Jesus.

VALUES

Everything we do is governed by our core values of Dependence on God and Deepening Relationships

OUTCOMES

we seek for children and young people

Discover

Discover God's love for them

Encounter God's goodness through the service of his people

Explore God's world

Explore

Explore and understand the Christian faith

Read the Bible and understand its big story

Respond

Space to reflect and make a response to the Gospel

Children and young people coming to faith

Flourish

Confidence in living for Jesus and sharing faith

Grow as a disciple and young leader

Help disciple others

ANCHORS

As we work we will do so with:

Bibles Open - Prayer Central - Ministry at the Margins prioritised -
Volunteers first - Disciples Making Disciples - Serving Churches -
Residential transforming lives.

JOB OVERVIEW

Job Title: Young Leaders' Development Lead

Salary: £31,830 - £34,318 per annum, plus generous pension scheme, annual leave entitlement, Employee Assistance Programme and other benefits

Location: Hybrid: Work from nearest SU Office/home

Contract: Full-time, substantive

Responsible for: Gap year lead (volunteer)

Managed By: Director of Development and Holidays

Key Relationships: **Internal:** Gap Year leader; Local Ministries Director and Team Leaders ; Regional & Associate Workers; Digital Youth Worker; Volunteers Manager; Magnitude Team, Centre Directors; Holidays Manager; Missions Development Manager; Ministry at the Margins Team; Finance Manager; Fundraising team; Communications Manager.

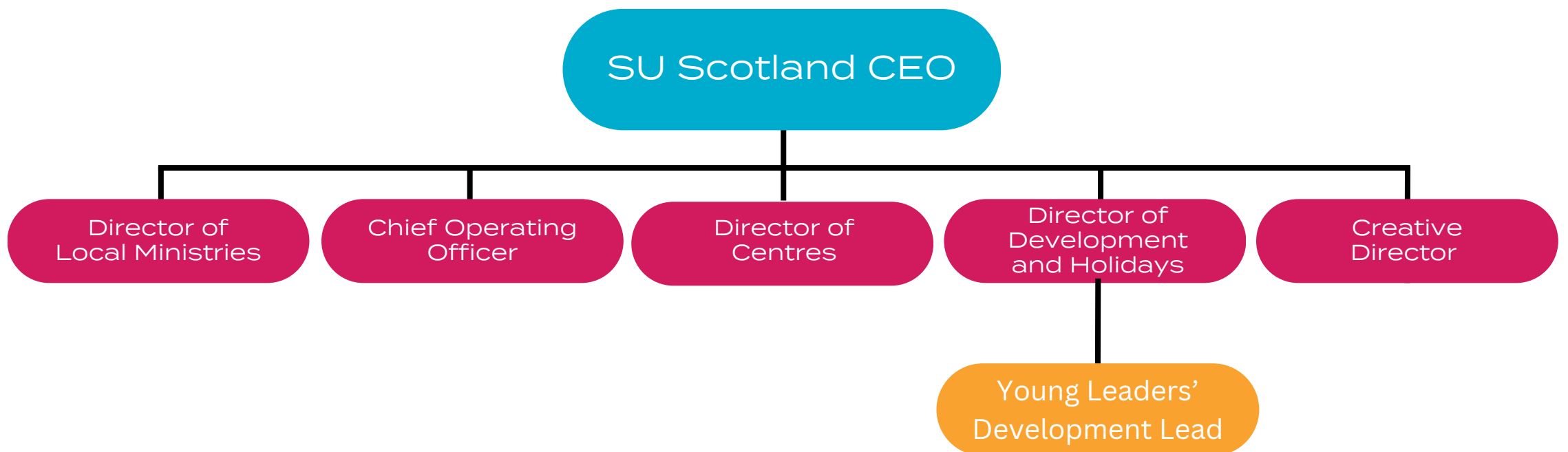
External: Church Leaders, past Gap Year participants, parents of gap year participants, SU volunteers, senior pupils, SU Event Team Leaders





HOW THIS ROLE FITS IN

SU Scotland CEO



JOB PURPOSE:

This role involves leading a cross departmental approach to training and discipleship in relation to young people. This will involve working with a wide range of colleagues to ensure opportunities for intentional discipleship continue to grow and develop in all aspects of SU Scotland's ministry.



TASKS & RESPONSIBILITIES

Continued Development of Young Leaders' Training Programmes

- Leadership and development of the COMMISSION programme and GO Conference
- Allocation of Team Leaders to training events
- Involvement in the leadership of at least one COMMISSION event and attendance at a further event
- Work collaboratively with the Volunteers Manager to ensure placements are available for trainees
- Develop tools to evaluate COMMISSION and young leader activities, ensuring evaluation is sought from participants, team members and sending youth and church leaders
- Act as lead account holder for SQA accreditation of COMMISSION and gap year programmes

Grow the organisational strategy of 'disciples making disciples' across ministry streams

- Continue to work out and champion the strategy of 'disciples making disciples' enabling greater coherence across ministry streams
- Work collaboratively with local ministries colleagues on discipleship and training opportunities for senior pupils e.g. equip events and equip pupil leader training
- Grow the variety of Connect Groups meeting across Scotland linking, where possible, with local ministry hubs
- Identify Biblical resources for use by volunteers and staff and commission fresh resources as necessary
- Work with managers in Holidays and Missions to review teaching programmes where necessary and develop/identify appropriate resources that can be made available to Event Leaders
- Work with Centre Directors to identify opportunities and support discipleship with younger staff in trainee and support positions.

Supervise the gap year leader and ensure development of the gap year programme

- Assist gap year leader in the recruitment of participants ensuring appropriate communication with the Volunteers Department and adherence to volunteer recruitment policies
- Support the gap year leader in identifying suitable internal placements and developing partnerships with churches, associate trusts and other organisations as appropriate
- Assist in the development of gap year training and study (gap:engage) programme and participate when necessary

Grow the Team

- Work with the Communications and Fund Raising Teams to develop strategy for continued communication with young people who have participated in events
- Network and grow partnerships with church leaders/youth workers and other organisations to share good practice and ensure awareness of SU Scotland's discipleship and leadership training
- Research online training opportunities and work with the Volunteers Manager and others to develop specific training and online packages for young people

General

- Model qualities of Christian character and commitment, and have a personal commitment to spiritual growth and development
- Attendance at weekly staff meeting for prayer and involvement in the leadership of these gatherings
- Demonstrate commitment to the wider SU Scotland staff team, through attendance at SU Scotland staff conferences and key events such as the annual Big Celebration
- Contribute to Development Department Leadership Team meetings and be part of the SU Scotland Wider Leadership Team
- Be responsible for the continued development of strategy for young leaders across SU Scotland
- Network with counterparts fulfilling similar roles with other charities and SU Movements

TASKS & RESPONSIBILITIES

Finance and Administration

- Act as budget holder and ensure activities keep within budget
- Work with Line Manager to set appropriate support raising targets for gap year participants and COMMISSION trainees
- Work with the Fund Raising team to ensure applications are made to grant-making bodies

OTHER REQUIREMENTS

In common with all SU Scotland staff members:

- Further the aims and activities of Scripture Union Scotland
- Undertaking professional development through active participation in annual work appraisals, supervision and internal or external training as required or individually identified.
- Attendance and full involvement at the annual staff residential conference and other staff days as they arise, taking part in planning and/or delivering activities/sessions as required
- Taking part in other Scripture Union activities where appropriate
- Demonstrating commitment to the SU Scotland ethos, vision, values and work practices, and the wider ministry of SU in Scotland and beyond.

Ministry Partner Development

Each member of the SU Scotland staff team is involved in support raising to an appropriate extent. Fundraising colleagues will resource you for this task and your line manager will agree an action with you that reflects the nature of your role. Time is set aside as part of the working week for these tasks. Action plans may include:

- Personal approaches to potential donors and prayer supporters to invite them to partner in your ministry
- Regularly updating your action plan and keep a track of tasks undertaken
- Regular communication with existing prayer and financial supporters to ensure they are well-informed and their contribution appreciated
- Being aware of volunteering opportunities and promoting these as appropriate

Occupational Requirement

An Occupational Requirement applies in terms of the Equality Act (part 1, schedule 9). This post requires the occupant to have a personal faith in Jesus Christ as Saviour and Lord and to believe the Bible to be fully trustworthy, in all that it affirms, and the highest authority for faith and life in keeping with SU Scotland's statement of faith. These principles require to be applied alongside the professional skills required in this role.

The above list is intended to give an indication of the range of duties for the role. Other tasks/responsibilities, appropriate to the remit, will be expected as required.

Appointment will be subject to a satisfactory PVG Scheme Disclosure.



PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
Work Experience/Skills		
Ability to communicate effectively, develop appropriate relationships and build networks with a wide range of people	✓	
Experience of working with young people and understanding of issues affecting them	✓	
Awareness of the Scottish Church Scene		✓
Experience of and passion for encouraging others in Christian discipleship	✓	
Experience of training young people and adults	✓	
Experience of residentials		✓
Excellent written communication and presentation skills	✓	
Computer literate - experience of using word, powerpoint, excel and outlook	✓	
Experience of using digital communication and social network platforms		✓
Leadership		
Ability to inspire confidence and accept responsibility in a variety of contexts	✓	
Ability to manage a varied role involving a variety of work streams	✓	
Experience of leading teams and being able to delegate appropriately		✓
Experience of envisioning, training and supporting volunteers	✓	
Aptitude		
Ability and passion to share biblical truth with children, young people & adults	✓	
Passion to see young people grow in discipleship and leadership	✓	
Ability to communicate confidently, sensitively and diplomatically with all types of people in formal and informal settings	✓	
Ability to represent the organisation in a professional manner	✓	
Demonstration of commitment and drive	✓	
Ability to be both self-motivated and an adaptable team player	✓	
Willingness to engage in all aspects of support raising	✓	
Social		
A practising Christian whose lifestyle is in keeping with SU Scotland's ethos and statement of faith & enjoys the confidence of his or her church fellowship	✓	
Able to undertake evening and weekend duties	✓	
Education / Experience		
Degree level qualified, ideally in youth or theological ministry	✓	
Qualification in training others		✓
Other		
Willingness to use own transport and has a full driving licence.	✓	
Able to demonstrate awareness of SU Scotland's activities		✓



TERMS & CONDITIONS

HOURS

The post is full time, working 37.5 hours per week. This role will require occasional evening and weekend working. This is a new post with an initial fixed term of three years, extendable in line with funding.

PROBATIONARY PERIOD

The first six months of your employment will be probationary. Your performance will be reviewed throughout this period. If your performance is satisfactory at the end of this period, your appointment will be confirmed. The employer reserves the right to extend your probationary period.

TERMINATION OF EMPLOYMENT

During the probationary period the notice required to be given either by you or Scripture Union Scotland to terminate your employment is one week.

Except during the probationary period, the length of notice which you are obliged to give the company to terminate your employment is twelve weeks.

Except during the probationary period, the length of notice which you are entitled to receive from the employer to terminate your employment is four weeks until you have been continuously employed for five years. Thereafter, you will be entitled to one further week's notice for each completed year of service up to a maximum of twelve weeks.

Your employment may be terminated summarily in the event of a breach of contract by you that warrants summary dismissal.

SALARY

£31,830 - £34,318 (dependent on experience) per annum. New appointees are normally placed at the starting point unless there are exceptional circumstances. You will be paid in arrears on a monthly basis, on or before the 28th of each month.

PENSION ARRANGEMENTS

SU Scotland operates a Group Personal Pension Scheme for employees over 18 and under 75 years of age. An employer's contribution of between 5% and 9% of total pensionable salary will be paid (the actual amount depending on your level of employee's contribution.)

LIFE INSURANCE COVER

Life insurance cover of three times your annual salary is provided, with the premium being paid for by SU Scotland.

ANNUAL LEAVE

The holiday year runs from 1 April to 31 March. Annual leave entitlement for a full-time post is 33 days paid holiday (this amount is inclusive of entitlement to local and national holidays). Annual leave entitlement for part-time and fixed term staff is pro-rata. Annual leave entitlement will increase with length of service.



NEXT STEPS

If you feel this role is something that God may be calling you to apply for:

For general questions about the role, please email Jackie.ringan@suscotland.org.uk

Download your application and equal opportunities forms (Word docs) from:

<https://suscotland.bamboohr.com/careers/61?source=aWQ9MTg%3D>

Submit your completed forms through our Bamboo application portal.

Closing date - 4pm, Thursday 21 November 2024

Interviews - 4 December 2024

THANKS FOR YOUR INTEREST!



SU Scotland

@suscotland    

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Registered office: New Olympia House, 13 Olympia Street, Glasgow G40 3TA. Telephone: 0141 332 1162 Scripture Union Scotland is registered with the Information Commissioner's Office under registration reference ZA356097. SU Scotland subscribes to the United Nations Convention on the Rights of the Child, as reflected in UK law.