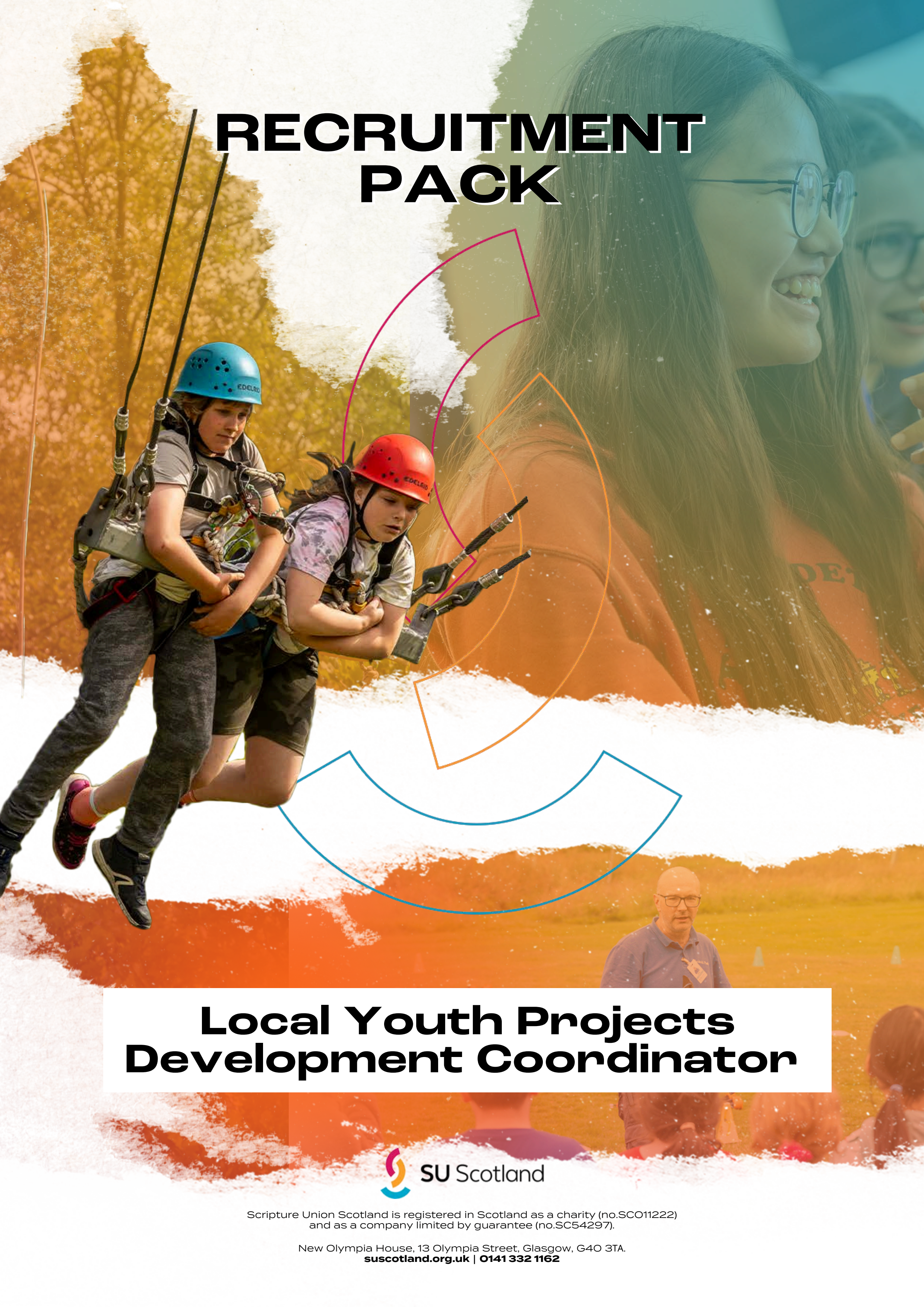


RECRUITMENT PACK



Local Youth Projects Development Coordinator



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



Recruitment Pack

Local Youth Projects Development Coordinator

January 2025

Hello.

Thank you for taking the time to check out this strategic new 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.

Our Ministry at the Margins strategy seeks to develop ministry with young people in some of Scotland's poorest communities in the form of local youth projects. Initially, our focus is on Glasgow and a priority community in Inverness, as well as considering possible locations in other parts of Scotland. These projects will be rooted in Christian faith and values where young people will be valued, supported and enabled to make healthy and supportive choices. Building on some initial research undertaken by a consultancy agency, this role will be responsible for developing opportunities in priority communities within the city of Glasgow. We want to build a realistic picture of these communities, mapping ongoing work with children and young people by churches and both Christian and secular agencies as well as considering the potential for a 'hub', bringing local Christians together, to be created.

The outcome of this will be a clear recommendation of where SU Scotland should invest in establishing local youth projects. There may be the opportunity, for the right person, to extend this and either begin to develop work within one of these communities or continue in a coordination role with the opportunity to line manage Local Youth Project staff.

Please enjoy reading through the enclosed recruitment pack and if you have questions about the role prior to applying, just shout.

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@suscotland.org.uk
Robin MacLellan, CEO



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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 2,500 volunteers are involved in helping to run our activities, together with around 100 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 VISION & VALUES



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

Everything we do is governed by two core values: [dependence on God](#) and [deepening relationships](#).

We love to see children and young people:

- **Feeling valued and accepted in every encounter with SU Scotland** being able to express their views, engage with others, and grow in confidence as they recognise and develop their abilities.
- **Exploring the key stories and events from the Bible**, reading and studying the Bible on their own and with others, and growing in their understanding of God and what it means to follow him.
- **Having opportunities to learn about Jesus**. Making the decision to follow Jesus, and having the confidence to reflect this in their choices, attitudes and actions.



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 – Residentials transforming lives

suscotland.org.uk/strategy

JOB OVERVIEW

Job Title: Local Youth Projects Development Coordinator

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

Location: Hybrid: Glasgow SU office/home

Contract: Full-time, fixed term (3 years, extendable in line with funding)

Reporting to: Director of Development and Holidays

Key Relationships: Internal: Director of Development and Holidays, Ministry at the Margins Lead, Volunteers Manager, Glasgow Regional Worker, West Team Leader, Director of Local Ministries, Head of CRM

External: Local church leaders, community development workers, external agencies, headteachers, SU Scotland volunteers

Purpose: Scripture Union Scotland's strategic plan aims to grow ministry in specific priority communities in Glasgow and other locations across Scotland, expanding ministry to young people at the margins. This role will take this project to the next stage: mapping and meeting with stakeholders in an initial 2-3 communities, leading to a next steps proposal to grow a Local Youth Project in at least two of those areas.





TASKS & RESPONSIBILITIES

Research and Community Engagement

- Carry out further research within identified priority communities to establish the feasibility of the establishment of local youth projects
- Meet with a range of church leaders (reflective of each community) building a comprehensive picture of the strengths and weaknesses of the church's engagement in community and with young people in each community
- Identify and build connections with existing youth work providers (secular and Christian) and community projects
- Build a picture of the key issues affecting young people within each locality (e.g. youth crime, drugs etc)
- Where appropriate, conduct focus groups involving church leaders, youth work providers, SU Scotland staff and volunteers, school staff and young people as necessary
- Identify obvious gaps in provision and significant opportunities within these communities
- Note any possible buildings which could be available to act as a youth project base
- Identify individuals who may, in future, volunteer as part of a project either working face to face with young people or as part of any management committee or board

Reporting

- Explore opportunities to work in partnership with local churches in each community
- Outline key opportunities and challenges within each community
- Identify potential partnerships within each community (churches and other organisations)
- Map these communities with schools, churches, youth work provision and significant community facilities
- Collaborate with relevant colleagues to ensure data is captured within SU Scotland's CRM where possible
- Provide a written document, drawing on research and engagement within each community, outlining the rationale for a local youth project based in these communities.

Administration

- Keep up-to-date records of all work with individuals and relevant groups
- Work in accordance to the SU Scotland Safeguarding Policy ensuring that the safety and well-being of young people is paramount in all activities

TASKS & RESPONSIBILITIES

General

- Model qualities of Christian character and commitment, and have a personal commitment to spiritual growth and development
- Attendance at staff meetings for prayer
- 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
- Be committed to pray for and support children and young people in their spiritual, emotional and social development

Ministry Partner Development

Each member of the SU Scotland staff team is involved in support raising to an appropriate extent. The Fundraising team 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

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.

OTHER REQUIREMENTS

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
Character		
Committed to the servant leadership model of influencing others and getting things done	✓	
Passionate about sharing the gospel with people of all ages	✓	
A Christian with spiritual maturity – able to provide appropriate spiritual leadership within a team (e.g. staff devotional times)	✓	
A practising Christian whose lifestyle is in keeping with SU Scotland's ethos and statement of faith. Must enjoy the confidence of their church.	✓	
Competence		
Experience of working with young people in priority areas and understanding of issues affecting them	✓	
Conscientious, resourceful, reliable with high levels of initiative	✓	
Ability to work independently while escalating when necessary	✓	
Ability to communicate effectively, develop appropriate relationships and build networks with a range of people	✓	
Ability to represent the organisation in a professional manner	✓	
Excellent written communication and presentation skills and ability to deliver in a variety of settings (churches, voluntary organisations, young people)	✓	
Capacity to manage simultaneous work streams		✓
Chemistry		
Strong people skills demonstrated by ability to work professionally with a wide range of staff, volunteers and stakeholders		✓
Self-aware, team player	✓	
Ability to envision, inspire staff and stakeholders	✓	
Education / Experience		
Educated to degree level in a relevant area e.g. social work, community education, teaching	✓	
Significant experience of community-based work as paid-employment or volunteer		✓
Demonstrable Project Management experience	✓	
Other		
Own transport and a full current driving licence	✓	
Able to undertake evening and weekend duties.	✓	
Able to demonstrate awareness of SU Scotland's activities		✓

A photograph of two young girls with red hair, smiling and hugging each other in a grassy field. They are wearing white t-shirts. In the background, other people are visible, some in athletic wear, suggesting a sports or outdoor activity setting.

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. You will be paid in arrears on a monthly basis, on or before the 28th of each month.

PENSION ARRANGEMENTS

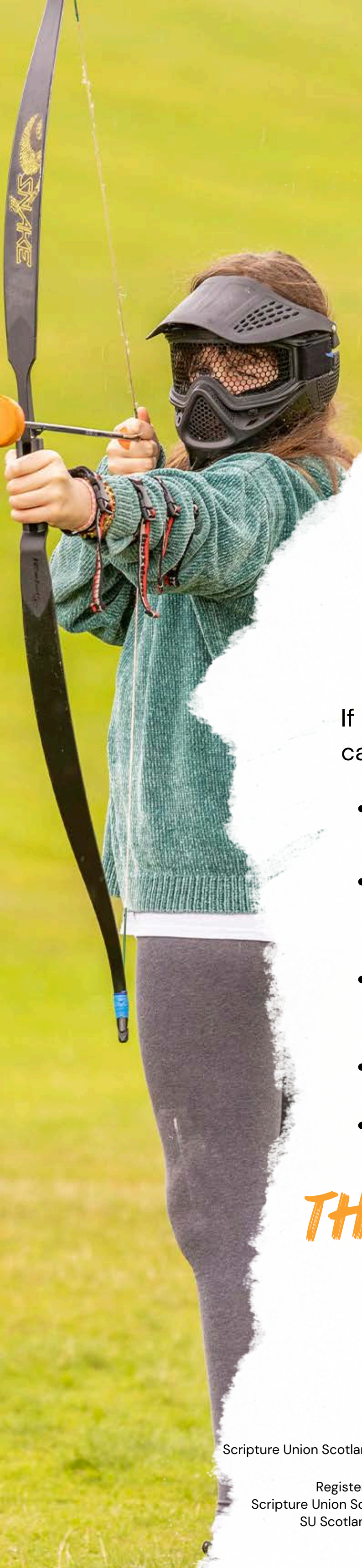
SU Scotland operates a Group Personal Pension Scheme for employees over 18 and under 75 years of age. An employer's contribution of between 5% and 9% of total pensionable salary will be paid (the actual amount depending on your level of employee's contribution.)

LIFE INSURANCE COVER

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

HOLIDAYS

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 or call 0141 352 7622
- Download your application from:
<https://suscotland.bamboohr.com/careers/65>
- Submit your completed forms through our BambooHR application portal.
- **Closing date - 4pm, 24 February 2025**
- **Interview date - 10 March 2025**

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.