The Church of Ireland & Methodist Chaplaincy Belfast

Post of Ministry Lead for Community

Information Pack
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Who we are

Queen’s University has a population of almost 25,000 students and is one of the biggest employers in Belfast, with almost 4000 staff. With the recent transition of Ulster University’s Jordanstown campus to the Cathedral Quarter, Belfast is now home to a student population bigger than it has ever been before. A living, moving, studying, socialising mass of people from a wide range of cultural, social, ethnic, racial and religious backgrounds. Add into the mix the commercial, legal, civic and social heart of the city and Belfast presents an enormous opportunity and challenge for those who wish to bear witness to the gospel. With a desire to see the gospel shared and lives changed, The Church of Ireland and Methodist Church in Ireland is committed to a shared city-wide Chaplaincy. As a means to enable and develop this ministry, the Church of Ireland and Methodist Chaplaincy Belfast was established as a charitable company in 2021, with a Board of Directors appointed by the two churches and with representation from the Chaplaincy community. It is this company which acts as the employer for all staff employed to support chaplaincy ministry.

The Hub Belfast, at which this post is based, is a residential student centre, based on Elmwood Avenue, at the heart of the Queen’s University campus, and is one of the core aspects of the Chaplaincy ministry. Stretching across 6 beautiful Victorian houses, The Hub consists of student bedrooms, staff offices, a library, prayer room, café and Church space where the Church of the Resurrection congregation meets each Sunday.

With a prime location on the Queen’s campus and with significant practical resources, we are well positioned and equipped for ministry and mission in the University Quarter of Belfast. The Hub is the location for daily student outreach, discipleship and ministry, including Bible Study, Outreach, Worship 101, Worship Academy, discipleship courses and 1 to 1 pastoral care.

Whilst this post is based at The Hub, within Queen’s Quarter, the person appointed will have an opportunity to contribute to the next exciting stage of development of Chaplaincy ministry in Belfast, working as part of a team and with a Board which has a vision to expand our ministry activities and locations.

Our Core DNA

Our life is centred around the Worship of God, the growth of Christian Community, and Outreach in the world around us.

Our commitment is to develop and grow in our staff and students, wholehearted commitment to Jesus Christ and his Church, deeply rooted discipleship lived out in daily life, and a Spirit-enabled passion to share the Gospel on campus and in the world.

Our desire is to be known by our warm welcome, gracious hospitality, and genuine love of God and people.

We are deeply passionate about working in partnership with other churches, communities, groups, and organisations who are seeking to share God’s love in a hurting and broken world. Those partnerships are essential to furthering our city-wide mission.

The Hub Belfast

Ministry Lead for Community
The Hub Belfast Ministry Lead for Community

The Residential Student Centre, called ‘The Hub’, on Elmwood Avenue in South Belfast is currently home to 50 students. Historically, this has been most closely associated with Chaplaincy at Queens University, but students from other academic institutions have lived, and continue to live, as part of the community. Students have been living in Chaplaincy accommodation here since the 1950s.

The Church of the Resurrection, at the heart of our premises on Elmwood Avenue, was built in the 1960s to provide a place of worship and meeting for the staff and students of Queen’s University. The worshipping community which meets there week by week provides a spiritual home for people of all ages who are living, studying and working in the city, some on a short-term basis and others on a more permanent basis. The flexible worship space also provides a venue for Worship 101 and a range of other ministry events and activities.

The Hub Café is a vital part of our life, opening its doors throughout the academic year to students, staff, and anyone who simply wants a good place to be for a while.

Our Vision for Growth

1. To develop and grow our existing expressions of worship, community, and outreach in South Belfast on the Queen’s University campus, namely the residential student centre and the Church of the Resurrection.

2. To strengthen and grow our current ministries on campus at Stranmillis College, Belfast Metropolitan College, Ulster University Belfast and to explore new opportunities for mission across the city.

3. To identify, grow and develop servant-hearted leaders through the employment of a gifted and creative staff team, provision of a high-quality internship programme, nurturing the discipleship of student and church volunteers, and in turn, helping these individuals to discern their wider vocation and role within the church and society.

Our Ministry Team

The Ministry Team at The Hub is led by our Chaplain, Rev Danielle McCullagh, and consists of our Associate Chaplain, Community, Outreach and Worship Ministry Leads and our Ministry Interns (who normally join us on a one year basis). This Ministry Team is supported by our Operations Manager, our Centre Manager, Café and Domestic Staff. This Team is part of a wider, developing Chaplaincy Ministry Team, which includes the Church of Ireland and Methodist Chaplain at Ulster University, Belfast, Gail Mercer.
2. MINISTRY LEAD FOR COMMUNITY

THE ROLE

The role of the Ministry Lead for Community is to oversee, co-ordinate and develop a range of activities which will encourage and enable the growth of Christian community across the Chaplaincy, with a particular focus on the Student Residential Community at Elmwood Avenue, the Church of the Resurrection Community and the wider community of students and others whom the Chaplaincy seeks to serve.

The Ministry Lead for Community will model a life of serving and encouraging the body of Christ (1 Corinthians 12:12, 27) and growing the love of God’s people for one another (John 13:35). They will be able to lead, champion and serve all aspects of the growth of Christian community, working under the direction of the Chaplain and in collaboration with other members of the staff team. We are looking for someone who has a heart and call for such a ministry, who will value and enhance the culture of the Chaplaincy, who will be an integral member of the team, who is honest, servant-hearted, hard-working, and who can demonstrate an aptitude and capacity for the work required. This involves envisioning, equipping, and mobilising servant hearted followers of Jesus Christ to promote unity, hospitality, discipleship, joy and creativity that the body of Christ might grow together and, in so doing, bear witness to Jesus.

Job Description and Core Responsibilities

VISION

- Working in conjunction with the Chaplain and ministry team, implement our vision for the development and growth of Christian Community that is God honouring, Christ centred and Spirit led.
- Nurture, grow and pass on that vision into the lives of others.

STUDENT COMMUNITY WITHIN THE HUB CHAPLAINCY

- Promote our core values of welcome and hospitality, particularly to those new to the city or campus, and see them realised through practical expressions of building friendship and community.
- In conjunction with the Chaplain and administrative staff help organise the smooth running of the student residency application process.
- In conjunction with the Chaplain, appoint, oversee and support student house wardens, meeting with them on a regular basis to foster and grow a sense of community and ensure smooth day to day running within student houses.
- Develop and grow community life and activity within the Hub Chaplaincy, promoting and co-ordinating a programme of regular events to build community, to include a weekly gathering of staff and students.
- Promote, develop and help oversee small group ministries and activities, that build friendship, discipleship and support.
- Identify and help to address pastoral needs, including referring to the Chaplain or Associate Chaplain, or outside agencies as appropriate.
- Work with and report to the Chaplain, to ensure compliance with and best practice in all aspects of Adult Safeguarding, in accordance with the Board policy.

The Hub Belfast

Ministry Lead for Community
• Help nurture and develop servant hearted leaders who will leave Chaplaincy life and be released into serving church and Christian communities.
• Supervise the formation of a student committee, working in partnership to organise seasonal events.
• Promote, develop, co-ordinate and oversee student community residential.
• Oversee and develop our use of space, aesthetics, physical and visual environment in residency, cafe, and worshipping spaces.

CHURCH OF THE RESURRECTION COMMUNITY
• Attend and participate in community worship at the Church of the Resurrection on a weekly basis.
• Promote, develop and grow community life and activity within the Church of the Resurrection worshipping community, through encouraging and facilitating a range of activities, groups, events, etc., in collaboration with other team members and members of the congregation.
• Promote, develop, and help co-ordinate church residential.
• Work with members of the Church of the Resurrection to co-ordinate youth and children’s activities within the congregation.
• Promote engagement with youth and children’s ministry amongst student body, including recruiting and supporting volunteer helpers.
• Oversee the co-ordination of youth and children’s residential and engagement with youth and children’s programmes within the wider CoI and MCI church bodies.
• Work with and report to the Chaplain, to ensure compliance with and best practice in all aspects of Safeguarding and Child Protection, within youth and children’s ministry activities.

TRAINING AND OVERSIGHT RESPONSIBILITIES
• Work in partnership with the Associate Chaplain and other Ministry Leads to provide a high-quality intern programme, undertaking direct supervision and support of interns as required and directed.
• Recruit, develop and grow volunteers for ministries of hospitality and welcome.
• Develop and oversee community ministry teams.
• Develop networks and connections to both receive training and support and to deliver this for others.

ADMINISTRATION RESPONSIBILITIES
Take responsibility for the Community ministry budget, under the Operations Manager
• Submit reports as required to the Ministry Sub Committee of the Board
• Work within and contribute actively to the communications programme for the Chaplaincy.

WORKING WITHIN THE STAFF TEAM
• Attend and participate in weekly staff meetings for planning and to ensure good communication and the smooth running of chaplaincy life.
• Form part of the Hub core ministry team including Chaplain, Associate Chaplain, and other Ministry Leads
• Work alongside and support the role of the Chaplain in the delivery of strategy, vision and mission
• Work alongside and support the roles of the Chaplain and Associate Chaplain in the discipleship, development and formation of staff, interns and volunteers.
• Relate well with the Chaplain and Associate Chaplain to ensure your own commitment to being discipled, equipped, trained and developed.
• Engage fully with the Internship Development Programme

The Hub Belfast

Ministry Lead for Community
• Be committed to the life and service of others on the staff team, working with humility, honesty and exemplifying the fruit of the Spirit.
• Praying with and keeping the staff team accountable for seeking the Lord’s direction on our planning, decisions and direction

CONTRIBUTING TO THE DEVELOPING CHAPLAINCY MINISTRY ACROSS BELFAST
• Contribute, as required, to the development of chaplaincy ministry in other locations across Belfast, including Ulster University Belfast and Belfast Metropolitan College

CONNECTING TO THE WIDER CHURCH
• Develop connections with worship and prayer networks for personal development, to develop others, and to further the work and reach of the mission of the Chaplaincy
• Work within and promote the Chaplaincy across the Church of Ireland and Methodist Church in Ireland, including undertaking speaking engagements and other opportunities to share information about Chaplaincy ministry.
• Work within and help resource the wider ministry of the Church of Ireland and Methodist Church in Ireland

To support you in undertaking this role, you will be provided with a personal training and development programme for formation and growth, as agreed with the Chaplain and Associate Chaplain. It is a requirement of the post to participate in this programme. In addition, the Chaplaincy Board will seek to support staff in undertaking additional learning and development, in line with their Staff Development Policy. Further details are provided below, in the section titled Discipleship, Formation and Development.

Person Specification – Essential Criteria & Competencies

Academic and Employment
• Third Level Qualification
• Remunerated employment experience, either post third level qualification or pre-third level qualification (if entering third level study as a mature student)

Experience and Knowledge
• Experience of ministry with students and / or young adults (age 18-25)
• Experience of participating within, developing, and growing Christian communities.
• Significant and demonstrable experience of sharing in the life and ministry of a local church.
• Experience of leading and developing teams.
• Experience of working effectively within a team.
• Experience of working or volunteering with Christian groups, networks, organisations
• Demonstrate a knowledge and awareness of issues relating to ministry in a student context.
SKILLS AND ABILITIES

- Have excellent inter-personal skills across people of all ages – children, youth, student, and adult, including being good humoured.
- Demonstrable leadership skills and able to develop, supervise, and work alongside others in leadership roles.
- Ability to work effectively within a team, and able to demonstrate high level of inter-personal skills in working alongside and reporting to others.
- Evidence of ability to work on own initiative and capable of generating new ideas and bringing them to fruition.
- Demonstrable ability to think and engage critically with matters of Christian life and faith, and to help others to grow in their biblical understanding, and theological issues.
- Have proven organisational and administrative skills, including planning and delivery of events, residential, etc.
- Ability to set realistic goals and targets and establish a sustainable and growing pattern of work.
- Ability to maintain confidentiality and exercise discretion.

ATTITUDES AND PERSONAL QUALITIES

- Have a commitment to Christian community and a heart to see this grow in others.
- Willing to work within an environment in which both hours, patterns of work, and activity undertaken are flexible.
- Be able to be salt and light, promoting joy, unity, genuine fellowship.

Christian Commitment

- It is a genuine occupational requirement that the Ministry Lead for Community is a truly committed Christian, in full support of the ethos, vision, ministry, and mission of The Church of Ireland and Methodist Chaplaincy Belfast
- The successful applicant will be committed, in their own personal life and journey, to the worship of God, service in Christian community, and outreach to others.
- The successful applicant will be able to clearly articulate their commitment to Christ, be able to help others make a commitment to Christ.
- The successful applicant will have a commitment to personal Bible study, prayer and be able to help lead others, both individually and in groups, to grow through Bible study and prayer.
- The successful applicant will be able to work within both Anglican and Methodist traditions, exercising ministry in accordance with the ethos and practices of these churches.
“this is my prayer: that your love may abound more and more in knowledge and depth of insight, so that you may be able to discern what is best and may be pure and blameless for the day of Christ, filled with the fruit of righteousness that comes through Jesus Christ – to the glory and praise of God.”

Paul, writing to the church in Philippi, c. AD 60-62

We will be committed to investing in you, for who you will become after you leave us, as well as for who you will be during your time of employment. We will seek to help you to grow in faith, character, gifting, and servant-hearted leadership. Discipleship, Formation and Development will be both shared and bespoke. It is our aspiration to provide the following layers of support:

1. One-to-One discipleship and mentoring.
2. Individual Development – this will vary for each individual, focusing on growing your giftings and skills.
3. Activity Development – seeking out training opportunities related to your role, in accordance with the Board’s staff development policy.
4. Planned retreat and residential/s (possibly in conjunction with other groups and ministries).

We will seek to develop a Development Plan with you and to walk with you in its implementation and evolution.

4. REMUNERATION AND BENEFITS

1. Your contract will be for a fixed term of 3 years (subject to funding) commencing late August / early September 2023 depending on your notice period from current employment.
2. There will be a probation period of 6 months, at the end of which you may be confirmed in this role or released from it.
3. In accordance with best practice in the charity and voluntary sector, this position will be aligned with Spinal Point 12 (currently £24,496 per year) on the NJC pay scales, applied pro rata for the duration of the contract and paid monthly in arrears.
4. We will pay an employer pension contribution of 8% salary.
5. All costs of residential and retreats will be covered.
6. You will be reimbursed for Chaplaincy mileage at a rate of 45p per mile.
7. Working Time will be flexible, with patterns of work, annual leave, intense periods of ministry and rest explained as part of the recruitment process. The structure of a working week will vary according to ministry demands and term timetables. You will be serving on Sundays primarily in the Church of the Resurrection but also, where opportunity permits, other churches.
5. HOW TO APPLY

In order to apply you will need to complete the application form online, alternatively download a paper copy and return it to the Queen's University Chaplain, Rev Danielle McCullagh, by **12 noon on Monday 14th August 2023**.

**Online Application Form**

The Online form is available either through The Hub Belfast website, or directly at

[https://form.jotform.com/231512268085353](https://form.jotform.com/231512268085353)

For further details on how to apply, or if you cannot complete any aspect of the online form, please contact Mr Peter Huey at [finance@thehubbelfast.org](mailto:finance@thehubbelfast.org).

If you wish to discuss any aspect of the role, please contact the Chaplain, Rev. Danielle McCullagh at [danielle@thehubbelfast.org](mailto:danielle@thehubbelfast.org)

**Chaplaincy Contact Details**

The Church of Ireland and Methodist Chaplaincy  
22 Elmwood Avenue  
Belfast  
BT9 6AY

Tel: 02890 667754  
[www.thehubbelfast.org](http://www.thehubbelfast.org)

**Additional Information**

Employment is subject to an Access NI check at enhanced level.

The Hub Belfast  
Ministry Lead for Community