



# St Paul's Cathedral Melbourne

*Together transforming our City and Diocese*

## Canon Missioner (1.0 FTE)

St Paul's Cathedral Melbourne is the home church (Metropolitan and Cathedral Church) of the Anglican Diocese of Melbourne, Victoria. It is the seat of the Anglican Archbishop of Melbourne, who is the Metropolitan of the Province of Victoria and the Primate of the Anglican Church of Australia. The Cathedral is governed by a Chapter (Governing Body) of clergy and laypeople with the Archbishop of Melbourne as President.

St Paul's is Victoria's most visited sacred place. The Cathedral is open every day of the year for worship, for diocesan, congregational and community activities. Every year, St Paul's welcomes more than 78,000 worshippers and around 400,000 visitors. The Cathedral has four English-speaking Sunday congregations and a Saturday Mandarin-speaking congregation, alongside fifteen weekday congregations. Since 2012, the Cathedral's congregations have consistently grown by 5% each year, a total increase in regular worshippers of 30%.

Further information about the Cathedral's ministries and work is available online, at: [cathedral.org.au](http://cathedral.org.au). Full details of the Cathedral's vision and five-year program can be found online, at: [cathedral.org.au/cathedral/vision](http://cathedral.org.au/cathedral/vision).

## Position Description

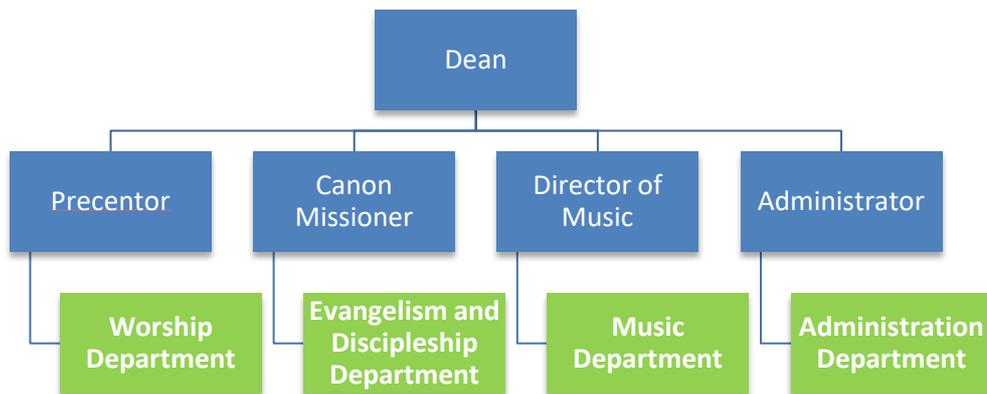
The Cathedral requires a dynamic, people-centred Canon Missioner with demonstrated ability in growing and educating lay leaders to make disciples, and multiplying leadership teams. This is a strategic new fulltime role as part of the Cathedral's commitment to be a place of 'evangelisation that makes and equips new generations of Christians'.

The Canon Missioner shares with the Dean in developing mission, discipleship and education programs to promote growth in the knowledge of God and spiritual maturity among the Cathedral's current members, and to build new relationships with local residents and visitors.

## Role and Purpose

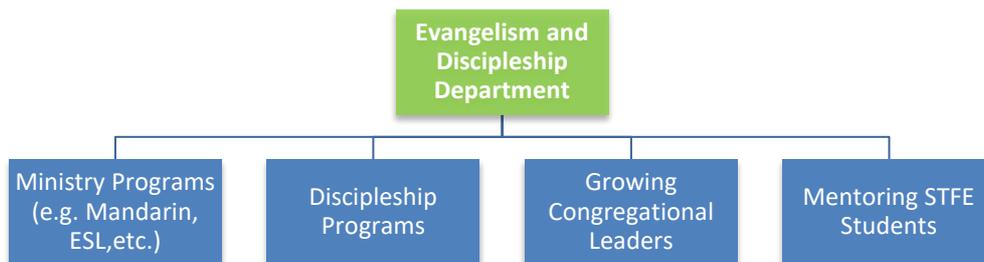
The Canon Missioner will multiply disciple-making leaders. She or he will be a senior priest with extensive ministry experience (5 or more years in Holy Orders). The successful applicant will be heading one of the four Cathedral departments, tasked with coordinating existing Cathedral ministries to ensure that they are mission focused, and assisting the Dean in extending the Cathedral's outreach to Melbourne's Central Business District through new intentional programs.

The Canon Missioner is one of the Cathedral's four full-time Heads of Departments, reporting to the Dean, the Very Revd Dr Andreas Loewe, and working alongside the Precentor, the Revd Canon Heather Patacca, the Director of Music, Mr Philip Nicholls, and the Administrator (Operations, Business and Buildings Manager), Mr Trevor Whittaker. As Heads of Department, the leaders meet fortnightly to envision, coordinate and implement the Chapter vision for the Cathedral through their departments.



## Head of Evangelism and Discipleship Department

The Canon Missioner leads the Cathedral’s new Evangelism and Discipleship Department. She or he will identify, train and multiply congregational leaders to be the network of leaders that sustain future growth. He or she will build connections between existing programs, such as the Cathedral’s successful ESL outreach, its Mandarin Ministry, as well as its teaching and discipleship programs. She or he will coordinate mentoring of congregational leaders and students who are training for ministry, with a view to multiply the effectiveness of the Cathedral’s ministry teams.



The Canon Missioner has four direct reports: the Cathedral’s ESL Program Coordinator, the Revd Canon Christopher Carolane (0.6 FTE), and the Cathedral’s Mandarin Ministers, the Revds Rick and Jessica Cheung (0.4 FTE) and the Revd Prof Chou Wee Pan (Hon. Assistant Priest).

The Canon Missioner will be appointed a Cathedral Canon under s. 28 (1c) of the *Cathedral Act* 2016, but is not automatically a member of Chapter.

## Main Areas of Responsibility

In collaboration with the Dean and Cathedral colleagues, the Canon Missioner contributes to the Cathedral’s ministry in the following principal areas, as well as any other areas of responsibility as agreed with the Dean:

### 1. Evangelism and Discipleship

The Canon Missioner has delegated authority from the Dean to coordinate discipleship programs and evangelism initiatives at St Paul’s Cathedral by

- Actively seeking and creating opportunities to bring committed Christians, visitors and enquirers into contact with the reality of the transforming love of God in Christ Jesus.

- Identifying, training and resourcing future lay leaders for the ministry of evangelism: equipping members to become leaders and enabling disciples to make disciples;
- Establishing and coordinating small group programs that foster spiritual growth, deepen an understanding of Christ, and enable every-member evangelism;
- Building connections between existing programs (such as the Cathedral's ESL outreach to some 6,000 students a year, Cathedral pastoral care programs and Mandarin Ministry) and the Cathedral's teaching and discipleship programs to ensure that they are mission focused;
- Developing intentional outreach initiatives to engage Cathedral visitors and residents of the Melbourne's 3000 and 3002 postcodes in the Cathedral's worship and programs.

## 2. Teaching Ministry

The Canon Missioner shares with the Dean in the teaching ministry of the Cathedral by

- Commending the Christian faith with confidence and grace in preaching, teaching and action: reflecting on how faith informs, impacts on and transforms individual lives;
- Assisting the Dean in coordinating preaching series and developing and coordinating matching training programs and educational resources;
- Working with the Dean and other ministers in developing strategies and programs to multiply and equip disciple-making disciples;
- Taking a share in leading Bible studies and teaching programs, including the supervision of theological students;
- Exercising a ministry of pastoral presence among the weekend congregations;
- Taking a share with other members of the Cathedral clergy in leading regular teaching programs leading to baptism, confirmation and reception into the Anglican Church.

## Qualifications and Experience

### Essential

- Priest of the Anglican Church of Australia or another member Church of the Anglican Communion, educated to degree level or equivalent theological standard;
- Demonstrated ability in identifying, teaching and equipping ministry leaders;
- Demonstrated ability in developing, growing and multiplying leadership teams;
- Well-developed cross-cultural awareness;
- Well-developed theological understanding with skills and experience in the fields of discipleship and evangelism, preaching and teaching;
- Highly personable, confident, enthusiastic and mature personality, with a high degree of tact, strong interpersonal and communication skills, leadership experience and pastoral sensitivity;
- Proven ability to work well and accountably as a member of a ministry team, and to relate well to a wide variety of stakeholders;
- Excellent organisational and interpersonal skills, including motivational and forward-planning skills;
- Sympathy with the liturgical and theological tradition of St Paul's Cathedral;
- Flexible, mature approach with the ability to work unsupervised;
- Working with Children Check, current Police Certificate, in preparation for clearance to Diocesan Standard Protocol;

- Capacity to enjoy the rapid and demanding pace of life and work in a metropolitan Cathedral;
- Right to work in Australia.

## Desirable

- Diocese of Melbourne accredited Supervised Theological Field Education Supervisor;
- Entrepreneurial and community-building skills;
- Ability to speak one of the majority second languages of Melbourne's CBD (e.g. Mandarin).

## Terms of Appointment

The Canon Missioner works in St Paul's House, adjacent to St Paul's Cathedral, 209 Flinders Lane, Melbourne, Victoria. She or he receives a remuneration package based on Diocesan Incumbents' Stipend, including superannuation at 15% and Diocesan Housing Allowance. Travel depreciation and utility costs are fully met.

## Performance Management

The Canon Missioner's performance will be assessed on a regular basis, with regard to:

- Performance on the main areas of responsibility of the role as agreed in annual key performance indicators with the Dean;
- Level of satisfaction expressed by key stakeholders;
- Ability to develop and maintain relationships with Cathedral staff and other stakeholders, including Cathedral volunteers, members of the Cathedral congregations, parishes and external bodies.

## Application Process

Applications should be directed to the Dean's PA, Ms Hannah Hornsby, by email ([hhornsby@stpaulcathedral.org.au](mailto:hhornsby@stpaulcathedral.org.au)) or posted to St Paul's Cathedral, 209 Flinders Lane, Melbourne, Victoria 3000, Australia. Applications need to be received by 5pm Australian Eastern Standard Time on Friday, 28 September 2018 in order to be considered.

Applicants should include:

- A completed application form, including:
  - The names of four referees, indicating two references on the applicant's ministerial skills and achievements, one reference by a colleague or ministry team member, and one personal reference. At least one of the four references should be from the applicant's current employer, at least two references should be from lay people, ideally, at least one reference should be from a woman;
  - A personal statement of no more than 1,000 words responding to the Position Description;
  - An indication of when they would be able to commence work at St Paul's Cathedral;
- A recording and script of a recently preached sermon.

For further details regarding the post, please contact the Dean's PA, Ms Hannah Hornsby, by email ([hhornsby@stpaulcathedral.org.au](mailto:hhornsby@stpaulcathedral.org.au)).