



POSITION DESCRIPTION

Position Title:	Director, Carey Centre for Lifelong Learning
Location:	Carey Baptist College, Penrose, Auckland
Reports to:	Principal
Position:	Full time (or part time negotiable)

Primary Purpose

Carey Baptist College is one of Aotearoa New Zealand's leading providers of theological education and ministry training. The College exists to equip Christian leaders with the vision, skill, and integrity to bring deep and lasting gospel renewal in the churches and communities Jesus calls them to serve.

The Carey Centre for Lifelong Learning was established to support the on-going professional development of these leaders. The Centre also aims to help churches thrive by providing them with training resources for robust leadership, growing discipleship, authentic worship, healthy resources, and effective mission. The Centre specialises in developing and delivering learning options outside of the NZQA framework.

The primary purpose of this role will be to direct the Centre, leading the next phase of growth and expansion by utilising Carey's teaching team and a range of other experts.

Major Areas of Responsibility (Key Result Areas)

Leadership

- Ensure that the New Zealand Baptist movement continues to have a valuable and useful ongoing learning professional development space which is the first port-of-call for pastors, chaplains, and missional leaders – both 'paid' and volunteer.
- Continue the translation and development of the Centre beyond Baptist churches, with an eye on the 3000+ church leaders in New Zealand.
- Be an advocate within Carey for the non-formal learning offerings beyond the NZQA programmes.
- Take leadership, where necessary, for the non-formal elements of Carey's Strategic Plan.

Strategic Networking

- Network and build relationships across the Baptist movement to ensure engagement with the Centre's resources, and that the Centre is providing what is needed by church leaders within the Baptist Union.
- Network and build relationships within ecumenical contexts and across other denominations that could use resources from the Centre.
- Maintain research of current patterns and thinking around lifelong learning and the professional development of church leaders around the world, and participate in the Association of Leaders in Lifelong Learning for Ministry.
- Develop and maintain relationships with key stakeholders and funders.
- Attend various Baptist Union and church events to network and promote the work of the Centre.

Non-formal Curriculum

- Work alongside Carey lecturers and staff, as well as other experts, and using your own expertise, to develop an annual curriculum, aimed at Baptist leaders as they renew their registration each November, and more widely for other church leaders. (Full-time Carey lecturers provide 40 hours each year to the Centre, this time is to be negotiated and managed by the Director.)
- Manage the design and setup of the curriculum, and provide some ongoing administration. There are some technical aspects to this part of the role, such as using the Arlo training management software and ClickMeeting webinar platform.
- Currently the main mode of learning delivery is through webinars. There are hosting, production, and technical roles associated with these, which the previous Director personally managed. This is the responsibility of the Director although not necessarily a function.

Baptist Leaders' Registration

- Manage and facilitate, in partnership with the Baptist National Centre, the registration programme for Baptist pastors, chaplains, and missional leaders.
- Be the link between the Baptist National Centre, regional Baptist associations, local churches and ministries, and Carey to create and deliver ongoing learning and development options that respond and cater to the needs of Baptist leaders.
- Participate in the development of Baptist Leaders' Registration through the 2021 BLR review process (be part of the review panel).

Marketing

- Work with Carey's marketing department to capture the imaginations of those who might benefit from the Centre and its products.
- There is space for significant investment in this area, with the Centre leaving the start-up phase and entering a growth and expansion phase.

Wider Carey Events and Resources

- With the Director of the Carey Graduate School, and Carey's Principal, develop and deliver public facing events such as 'Carey Conversations' and conferences.
- Create online resources such as 'Hot Topic' pages, and 'On Demand' video resources.
- Partner with other non-formal groups within the college, such as the Carey School of Preaching.

Key Relationships

- Principal
- Carey Academic Staff
- Baptist Union National Leader and Senior Leadership Team members
- Baptist Regional Leaders
- Baptist Leaders and local churches
- Carey's Ministry Training Department
- Other denomination church leaders, educators, and administration

Skills/Attributes

- A deep devotion to Jesus Christ and his ministry in this world.
- Clear alignment with Carey's values, mission, and vision.
- Active and ongoing membership of a local Baptist church.
- A strong understanding of the Baptist churches of New Zealand, their structures, ecclesiology, and culture. Several years' experience of effective pastoral or missional leadership within the Baptist movement would be desirable.
- A diverse relational skillset, enabling effective communication and networking with leaders across the Baptist movement and other church traditions. A strong existing New Zealand network is desirable, as are international connections.

- Passion for the ongoing learning and development of church leaders, and a commitment to theological training.
- A commitment to honouring Te Tiriti o Waitangi, developing good relationships with treaty partners, and understanding Māori tikanga.
- The ability to think strategically and lead change effectively.
- The ability to manage staff well. The Centre currently employs one half-time Administrator and contracts one part-time technical assistant.
- A history of working well in teams. The successful applicant will be collaborative, flexible, resilient, and imaginative when it comes to meeting challenges and navigating difference.
- Proven pedagogical skills that result in a dynamic and effective learning environment.
- Experience in the application of current learning tools and methods, website platforms and other online applications.
- Capacity to connect with the emerging generations.
- Skill in oral and written communication.
- A minimum of a bachelor's degree in a church-related field. While this role is not formally part of the academic faculty, strong relationships and credibility at the academic level are necessary. If the successful applicant has a higher education and experience in the required areas, there may be opportunities to explore wider participation and teaching in the academic faculty and/or Ministry Training department.

General

- Some evening and weekend work may be required, in exchange for flexibility of work hours.
- Some domestic travel will be required, particularly for the annual Baptist national Hui each November.