



'The dream is of an institution... which pulses with light and life and love... that [our churches] may adventure for Christ in the high places of that field which is the world.'

~ J.J. North (NZB Oct 1886, 153)

Job Description for Intermission Co-ordinator | Reports to: Academic Director

Type: Fixed Term | Weekly Hours: 15

Carey's Vision

Carey exists to form Christian leaders who, by the Spirit's power, will equip God's people for the work of ministry, and engage in God's mission of renewing this world.

Purpose of this role

To oversee and nurture the cohort of Intermission students and provide academic and pastoral support to students (individually and collectively). Provide a safe and inclusive holistic learning environment that promotes academic inquiry, deep learning, self-reflection and personal faith development.

Key Responsibilities

- Manage the delivery of Carey's Intermission programme, including recruitment, admission/enrolment, formation, academic support and field trips.
- Teach 30 credit course Contextual Theological Praxis (full year, modelled on L2L course)
- Run weekly formation session with Intermission group and integrate with CTP course
- Coordinate field trip requirements for CTP (Easter Camp, day field trips, overnight field trips)
- Oversee Intermission student assessment submissions and provide academic support in conjunction with student support team

Required Competencies and/or Qualifications

- A theological qualification (minimum a Bachelors' degree)
- Proven experience in teaching
- Proven experience in youth work or similar in a local Baptist church
- Competent and confident in the use of organisational systems and technology platforms (including Moodle and Microsoft 365)

- Excellent organisational and planning capabilities
- Demonstrated ability to build good relationships
- Excellent verbal and written communication skills
- Alignment with Carey's vision

Primary Tasks

- Assist with recruitment of new students
- Interview prospective students and assist with application process and acceptance into programme
- Curate Intermission orientation before semester start
- Liaise with other teachers on the programme, ensuring cohesion and appropriate academic support for students
- Teach 30-credit course Contextual Theological Praxis (full year) including a weekly formation session
- Connect with/mentor Intermission students during teaching weeks, including academic support in conjunction with student support team
- Coordinate field trip requirements for CTP (Easter Camp, day/overnight field trips) and end-of-year retreat
- Collate final course results and present at Marker's Meetings
- Work with Academic Director on moderation of courses (internal and external)
- Connect with/mentor Intermission students during teaching weeks
- Participate in Carey's Community life