



Associate Pastor/Minister Newlife Church

Newlife Church Robina is part of a dynamic, multi-site church planting movement in South East Queensland. We exist to see “**more people, more like Jesus**” and lead the renewal of the church in Australia. Our community reflects this mission through vibrant worship, authentic relationships, and a commitment to the Gospel.

We are seeking an Associate Pastor to join us in shaping the future of Newlife Robina. This is an opportunity to work with the Newlife Lead Minister to lead with vision and purpose, inspiring our congregation in worship, mission, and service. With a focus on cultivating discipleship and connecting with families and the wider community, you’ll be at the heart of a movement that is passionate about seeing lives transformed by the power of the gospel. This position may or may not be filled by a Uniting Church Minister, however the candidate will need to have a theological degree and be willing to become a Pastor within the Uniting Church.

The ideal candidate will bring theological depth, strong leadership skills, and a heart for equipping others to live out their faith. As part of our pastoral team, you’ll collaborate with leaders across locations to drive renewal and expand our impact.

To express your interest, email the Secretary of Placements Committee at placements@ucaqld.com.au by 17th February, 2025.

If you have any questions about the position contact executiveassistant@church.nu

Please find the Position Description below.

Newlife Associate Pastor/Minister Placement Description

ROLE TITLE	NEWLIFE ROBINA ASSOCIATE PASTOR/MINISTER
PURPOSE	<p>The Associate Pastor at Newlife Robina supports the Lead Minister of Newlife Robina in implementing the church's vision, strategy, and action plan. Newlife exists to create "More people, more like Jesus".</p> <p>This role involves leading pastoral, organizational, and administrative functions, while working closely with the Newlife Robina Leadership Team.</p> <p>The Associate Pastor will help ensure the alignment of Robina's activities (under the 'gather, glue, grow and go' strategic model) with the broader goals of the Newlife Family and will assist the Lead Minister in providing leadership at the Robina location. Over time, the Associate Pastor's responsibilities and oversight will have an opportunity to grow as their leadership maturity increases in conjunction with their embracing of Newlife's Family culture and mission.</p>
PARTICULAR DUTIES AND RESPONSIBILITIES FOR THIS ROLE	<p>Duties and responsibilities include, but are not limited to:</p> <p>Leadership</p> <ul style="list-style-type: none"> Assume responsibility for a range of functions and activities, including working with the Lead Minister in the leading, shepherding and oversight of Newlife Robina and liaising with Elders and the Newlife Church Council in the planning and coordination of its services and programs. With a servant leadership approach, supervise various employees (direct reports) and volunteers to fulfil the vision and mission of Newlife Church. Offer leadership and oversight to the Ministry Leadership Team (MLT) through collaboration with the Lead Minister. Structure the Robina MLT for pastoral and spiritual effectiveness in the life of the church.

Pastoral

- Work with the Lead Minister and pastoral care team to lead, shepherd and provide oversight for Newlife Robina providing effective vision, care and administration that enables the Robina community to discover faith, grow in faith and develop and use ministry gifts.
- Develop, nurture and encourage the gifts and skills of direct reports, to enable them to grow and flourish.

Communicating

- Along with the MLT, offer a preaching and teaching ministry at Newlife Robina (and potentially other locations) out of the gifts and skills the incumbent brings to the role. The frequency of this rhythm is to be set by the Lead Minister in cohesion with the preaching and communication gifting of the wider team.
- Consistently and effectively communicate the vision, strategy, beliefs and culture of the Newlife Family of Churches, both in the workplace and with the broader community.

Administration

- Ensure Newlife Robina's pastoral systems and processes including that of the Newlife Robina offices, align with the broader policies of the Newlife Family of Churches.
- Lead the Newlife Robina Pastoral, Administration, Ministry and Operation teams through delegated and empowering leadership.
- In consultation with, and under the oversight of the Elders and Lead Minister, develop an Annual Plan, which outlines direction, engagement, planning and KPI's. The Elders will participate in the standard HR review of the Associate Pastor's performance against the agreed annual plan (including KPIs) and Associate Pastor Position Description.

In addition to these particular duties and responsibilities, the Associate Pastor will:

- Devote adequate time to their spiritual, mental, physical and emotional development and well-being through personal

	<p>disciplines.</p> <ul style="list-style-type: none"> • Commit to ongoing growth through personal and professional development as appropriate and helpful in fulfilling and growing in their role. • Lead a small group. • Undertake other ministry duties as and when directed within the scope of the role. • Work within the policies and procedures of the Uniting Church in Australia, Queensland Synod, and the provisions of the Workplace Health and Safety and other relevant legislation, including reporting hazards/incidents, support for injured workers and full participation in return to work plans.
<p>REPORTING AND KEY RELATIONSHIPS WITHIN NEWLIFE</p>	<p>REPORTING RELATIONSHIPS: The Associate Pastor reports to the Lead Minister in all matters.</p> <p>Key internal relationships: The following positions report to the Associate Pastor who is responsible for and accountable to the Lead Minister for their oversight:</p> <ul style="list-style-type: none"> • Generations/Outreach Pastor • Young Adults/Services Pastor • Engagement Pastor • Potentially other key pastoral roles in the future <p>The Associate Pastor is a member of the following Newlife Church Committees and Task Groups:</p> <ul style="list-style-type: none"> • Newlife Family Leadership Team (FLT) • Newlife Robina Ministry Leadership Team (MLT) • Newlife Robina Pastoral Care Team • Attend Newlife Elders when required <p>The Associate Pastor is a member of, and participates in the following councils, boards:</p> <ul style="list-style-type: none"> • Presbytery of South Moreton • Synod of Queensland

<p>SELECTION CRITERIA</p>	<p>Demonstrate the following personal characteristics:</p> <ul style="list-style-type: none"> • Be a mature, committed follower of Jesus Christ and willing to become a member of Newlife Church, including a commitment to the vision and values of the church • Have a friendly, level-headed disposition. Nurture a servant heart, excelling in patience and empathy. Exhibit an unwavering commitment to confidentiality and experience in pastoral ministry. Have a genuine love of people and ability to shepherd to produce unity in team. • Demonstrate humility, emotional intelligence with high energy, drive and resilience. <p>Demonstrate the following professional task</p> <ul style="list-style-type: none"> • Bachelor degree in Theology or Ministry or working towards • Character: visible and consistent Christ-like character. • Integrity: demonstrated ability to act with impartiality and honesty. • Biblical Fidelity: passion for, and commitment to the authority of God’s Word as revealed in Scripture, and to teach and preach from the Scriptures in engaging and relevant ways. • Communication: an excellent communicator able to effectively teach/preach to large audiences, as well as in smaller group settings and with one-on-one conversations. Demonstrably clear, kind, and consistent communication with experience around holding difficult conversations. • Evangelism: passion for, and demonstrated ability to share, declare and bring the gospel, and the capacity to equip others to do the same. • Discipleship: a passion for and demonstrated ability to grow people towards Christ-like character and implement processes and systems to do the same.
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	<ul style="list-style-type: none"> • Vision: demonstrated capacity to cast vision, develop and execute strategic plans and lead entrepreneurially. • Networking: demonstrated ability to develop, strengthen and maintain strategic networks with other leaders and organisations. • Leadership: experience in leading multi-staff teams, dealing with complexity and ambiguity, in leading effective change and in growing and developing other leaders. • Service: personable, with a commitment to building strong relationships with key stakeholders/customers across the Church and its agencies, boards and committees of the Synod. • Responsibility: demonstrated attention to detail, timeliness, analytical and focussed on outcomes. • Respect: demonstrated ability to clearly communicate orally and in writing with others and manage competing views • Commitment to working within the purpose and values of the Uniting Church in Australia, Queensland Synod and adhering to the policies, organisational requirements and processes.
ADDITIONAL REQUIREMENTS	<p>Comply with all Newlife Church and Newlife Care policies and procedures including:</p> <ul style="list-style-type: none"> • Attendance at Staff meetings and training/events. • Code of Conduct. • Occupational Health and Safety. • Fire and Emergency. • All mandatory policies held on Sentrient • Instructions, Policies and Procedures. • Staff Guidelines including operational manuals.

	<ul style="list-style-type: none"> • Up-to-date Blue Card and all safe Ministry Requirements and modules • Up-to-date UCA Code of Ethics Training • Newlife Church is a member of Propel Network, and as such subscribes to the Propel Network Statement of Belief as an expression of Newlife's theological distinctives. The Associate Pastor is expected to agree to and support this statement of faith, as well as support the vision and mission of Propel Network.
AUTHORISED BY	This is to be a collaboration between the Lead Minister, Placements Advisor Committee and South Moreton Presbytery.
DATE	
PRESBYTERY/NEWLIFE REVIEW DATE	A check in will take place 6 months after the commencement of the role to help ensure that the placement is as fulfilling and rewarding as possible for all parties.

HUMAN RESOURCE USE ONLY	
DATE APPROVED	
APPROVED BY	
LAST REVIEW DATE	
REASON	
REVIEWED BY	
CURRENT ENCUMBENT	
START DATE	
EMPLOYEE SIGNATURE	