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| Glasgow Street Pastors*Glasgow Street Pastors (SCIO) SC050255*  |
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Glasgow Street Pastors is a Christian inter-denominational organisation with a mission to serve, support and assist vulnerable individuals on the streets of Glasgow thus making a positive contribution to society as an active expression of the Christian faith of its members.

**Application Pack: Coordinator (Part-Time)**

The role of the coordinator is to –

* support and develop the ministry of Glasgow Street Pastors in cooperation with the Management Team of volunteers.
* enable, support and affirm the work of Glasgow Street Pastors.
* communicate and liaise with Glasgow Street Pastors (Team Leaders, Street Pastors, Prayer Pastors and Safe Zone Pastors) and with partner agencies.

*There is an occupational requirement that the post-holder is a Christian.*

*Salary: £15,000 per annum; Hours: 3-day week including some evening/weekend work; Holidays: 23 days including public holidays*

Applicants are asked to submit the following to Ian Whiteford – chair@gsp.scot - or to the address below.

* a current CV
* a personal statement relating to the post
* names and contact information of two referees (references will not be taken up until after interview)

Ian Whiteford, Glasgow Street Pastors, St George’s Tron Church of Scotland, 163 Buchanan Street, Glasgow G1 2JX.

*The following job description and person specification, as well as the application information, will be the basis for interview.*

*Closing date for applications: Friday 17 June 2022 Interviews: Wednesday 29 June 2022*

Glasgow Street Pastors

*Glasgow Street Pastors (SCIO) SC050255*

**Job Title: Co-ordinator (Part-Time)**

**Job Description and Person Specification**

 **Terms & Conditions**

 **Hours:** 25 hours per week notionally over three days– some evening and weekend work will be required. Office workspace is located within St George’s Tron Church of Scotland

**Contract:** Permanent subject to funding being available

**Salary:** *£15,000 per annum*

**Pension:** *3% - employer*

**Holidays:** 23 days per annum including public holidays

**Job Description**

The coordinator’s role is to coordinate and to develop the work of Glasgow Street Pastors (GSP).

The post is line managed by the chair of Glasgow Street Pastors

**Developing and supporting the ministry of GSP**

* Pursue the vision and develop the scope of the ministry of GSP in conjunction with the Management Team (MT).
* Work with MT on strategic and short-term planning.
* Organise and develop training for Street Pastors (SPs) under the guidance of Ascension Trust and Ascension Trust Scotland.
* Support recruitment of SPs.
* Guide and enable SP, Safe Zone (SZ), Prayer Pastor (PP) teams.
* Provide spiritual leadership and practical support to GSP and teams as required.
* Be, or be willing to become, a commissioned SP.

**Operational work – in conjunction with the Management Team**

* Collaborative working with the chair of GSP
* Critically appraise, develop and encourage adherence to protocols/policies.
* Support funding applications.
* Order and purchase of items for use by SPs: e.g., uniform, supplies, printed cards.
* Uniform and ID card returns
* Data updates with Administrator
* Plan and organise the annual gathering of all SPs (known as the In Day) in cooperation with the MT.

**Communication**

* Communicate and liaise with the MT and GSP Administrator to ensure the smooth running of GSP.
* Respond to written, verbal and electronic communication.
* Have regular contact with Team Leaders, SZ and PP coordinators.
* Sustain and develop positive relationships with partner agencies.
* Deliver presentations about GSP to churches, organisations as required as one of a team of SP speakers.
* Promote GSP in the media including GSP website / social media.
* Support communication links with Ascension Trust Scotland (ATS) and Ascension Trust (AT).

**Reporting**

* Report to Management Team monthly.
* Submit monthly written reports to ATS.
* Submit written annual report to AT.
* Assist in the production of a written annual report to OSCR.

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**Person Specification**

**Christian qualities**

* + sincere Christian commitment
	+ enthusiasm and proven Christian leadership
	+ sensitivity and a ‘servant-hearted’ approach to others

**Kingdom vision**

* + an ambassador for, and commitment to the work of GSP
	+ passion / vision for the city of Glasgow and its people

**Networking / people skills**

* + excellent people skills and ability to develop positive relationships in a variety of situations
	+ experience and proven ability both as a team leader and team member

**Communication skills**

* + excellent oral / written communication skills
	+ good basic ICT competence (use of Apple Mac)

Desirable:

* + ability articulate the work and mission of GSP from within a framework of Christian biblical theology
	+ confidence in accessing and interpreting relevant policy and legal documentation

**Organisational skills**

* + ability to plan and time manage own work tasks independently recognising the challenge of flexible working hours
	+ ability to manage time off for refreshment and renewal
	+ ability to share work e.g., talks shared with the speaking team

**Personal qualities**

* + inspiring leadership style
	+ self-motivated, solution focussed and resilient
	+ a positive sense of self and the ability to value others
	+ a sense of humour

**Additional**

* + driving licence preferred

**There is an occupational requirement that the post-holder is a Christian.**