

**SUMMARY OF SRE HIGH SCHOOLS' MINISTRY COORDINATOR'S RÔLE**

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To maintain and develop the vital gospel ministry in our High Schools, the Board of Reference oversees the following necessary components in the coordination role.

1. The Coordinator's growth in the Lord expressed in private and corporate worship and fellowship, and evidenced in spiritual fruit and gifting in life and work.
2. Developing and coordinating the SRE teaching program; including,
  - 2.1. Negotiating with School Administration for the classes.
  - 2.2. Coordinating the volunteer teachers, ensuring classes are covered, needs are met, etc.
  - 2.3. Providing feedback on curriculum / lessons.
3. Encouraging the outreach and nurture of students through ISCF lunchtime activities, discipling, etc. We measure 'success' in terms of exposure to the gospel and the growth and nurture of young people, not just number of lessons or students taught.
4. Seeking to expand the 'ministry base' in the schools through, where appropriate, involvement in school curricula and extra curricula activities (e.g. breakfast club), enhancing the opportunities for a deeper, better understood, and accepted ministry to students and staff.
4. Establishing paths, links, and good communication between the students and local churches, particularly the youth ministries of local churches.
5. Communicating with supporting churches - seeking to maintain:
  - 5.1. The synergy of togetherness in ministry, including securing adequate volunteer teaching ministry;
  - 5.2. Prayer support;
  - 5.3. Ongoing financial support;
  - 5.4. Involvement in local youth group(s) activities as the opportunity arises, from time to time, to further develop the network of evangelistic and discipling ministry among Holroyd churches' youth.
  - 5.5. Attending the annual commissioning service (last Sunday night in Feb), at which all coordinators are prayed for by members of the Holroyd Ministers' Fellowship, and a public declaration reaffirms the commitment of the Christian community to the ministry as a whole, and to the coordinators individually.
6. Each supporting church should receive, after appropriate communication with the church leadership,
  - 6.1. A major 'Deputation Visit' at least annually from a Coordinator [say 10-15 min input];
  - 6.2. Monthly prayer updates from the combined ministry (each Coordinator is expected to contribute material for a combined monthly update distributed to all the supporting churches and supporters).All coordinators are expected to work through together an annual schedule where these goals are attained, each one sharing in the responsibility for its success.
7. Maintaining accountability to the SRE Board. This specifically involves;
  - 7.1. Regular attendance at the monthly meetings of the Coordinators and Board representative(s) - for discussion, reflection, prayer, and coordination with the overall direction and activities of the Holroyd SRE ministry. Each Coordinator is expected to be committed to the continual development of a unified, effective Christian ministry in the Holroyd district - not just promoting their own church or denomination;
  - 7.2. The Coordinators will present a written report for and attend the Annual General Meeting in term one each year. They must also be available, if called upon, to attend any Board meeting;
  - 7.3. Adhering to the legal and ethical guidelines laid down by the Board of Education;
  - 7.4. Obtaining and maintaining the relevant current accreditations for yourself and your volunteer SRE teachers including, but not limited to:
    - 7.4.1. Working with Children Check approval;

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7.4.2. Denomination authority to teach SRE;

7.4.3. Scripture Union ISCF registration.

8. Regarding finance; The HSRE Board of Reference serves as an extension of the Holroyd Christian Ministers' Fellowship. It receives donations from various supporting churches and redistributes them to cover the costs and operation of SRE in the Holroyd high schools.
  - 8.1. Throughout 2018, each quarter we forwarded \$177 per week to each coordinators' church to be passed onto the coordinators monthly for one full day's involvement per week in the joint program. The amount is indexed to the annual June CPI and adjusted at the start of the following calendar year. This is paid for all 52 weeks of the year, and is the equivalent of \$230 per week for the 40 weeks of school involvement.
  - 8.2. This amount of donations forwarded on does not have tax deducted. Each Coordinator and/or church is responsible for their own tax situation. Coordinating churches are also responsible for the superannuation and workers compensation for each coordinator, the costs of which may be requested from the SRE Board.
  - 8.3. Similarly, the Board has no provision for sick pay, annual leave or long-service leave. However, we agree to pay for the whole 52 weeks of the year, except where time is taken off during a school term.
  - 8.4. We do not encourage Coordinators to take time off during school terms. If you take time off during the 40-week school year, you are expected to,
    - 8.4.1. Notify the Chairman of the Board, your church's Senior Minister and the person who looks after the SRE office and financial matters (currently, Michelle Burns);
    - 8.4.2. Make adequate alternative replacement arrangements for your period of absence;
    - 8.4.3. The Board is not obligated to provide financial support for such times, and may withhold the passing on of donations for the period of absence.
  - 8.5. The Board's obligation to support does not go beyond the extent of donations received. Adequate notice of any shortfall would be given to the Coordinating Church(es).
9. The terms of engagement are offered with an expectation that a minimum commitment of two years is given by the coordinator, to facilitate continuity in our schools, and a minimum of disruption to the SRE ministry program.
10. Regarding termination of ministry;
  - 10.1. The Board will give a minimum of one clear term's notice (10 weeks) to a coordinator should circumstances arise in which they deem it advisable to cease supporting a coordinator.
  - 10.2. A coordinator will also give a minimum of one clear term's notice (10 weeks) in the event of resigning from their responsibilities. This is to give the Board adequate time to arrange for a replacement.

**[Current as at November 2018]**