

Church Planting Officer (CPO) Position Description

GAV Commission (May) Min 9.1

1. Title
 - a) There shall be an Official (see 5.19) of the General Assembly (the Assembly) called the Church Planting Officer (CPO) formerly known as the Church Planter Evangelist (CPE).
2. Accountability
 - a) The CPO shall be accountable to the Church Planting Committee (CPC).
3. Attributes
 - a) mature, wise, humble, prayerful
 - b) consistent life and doctrine
 - c) hard working, self-motivated
 - d) leadership and team gathering
 - e) strategic thinker and clear communicator
 - f) able to analyse church and secular culture
 - g) discipling
 - h) evangelistic
4. Qualifications
 - a) Essential
 - i. Demonstrated church planting experience
 - ii. A minister in full standing with the Presbyterian Church of Australia (PCA) or willing to satisfy the requirements of the rules of the General Assembly of Australia relative to the reception of ministers from other churches.
 - iii. Practitioner of a training model of Ministry
 - b) Desirable
 - i. More than five years pastoral experience
 - ii. Denominational policy, governance and vision experience
 - iii. Ministry experience in multiple contexts (eg city, regional, cross-cultural)
 - iv. Well read in the field of Church Planting
5. Responsibilities
 - a) Provide advice to the CPC concerning but not limited to:
 - i. church planting progress
 - ii. future church plants
 - iii. grant applications
 - iv. potential church planters
 - v. barriers to effective church planting
 - vi. systems and processes
 - vii. developments in church planting practice both domestic and international
 - viii. recent academic thought in the area of church planting
 - ix. cultural trends and population statistics as they touch upon the work of the committee
 - x. property suitable for land banking and future church planting
 - xi. the training of church planters
 - b) Engage with:
 - i. presbyteries to:

1. identify potential locations for new congregations
2. develop and maintain strategies for the formation of new congregations
3. identify suitable property for land banking and church planting
- ii. sessions to:
 1. equip the charge to church plant
 2. foster a church planting outlook
 3. partner with other sessions to work towards church planting
- iii. Assembly committees to:
 1. keep church planting on their agendas
 2. promote a unified denominational church planting approach
- iv. church officials to:
 1. identify areas of mutual understanding and potential cooperation
- c) Produce content for circulation in state and federal church media
- d) Develop and revise
 - i. policies and procedures
 - ii. handbooks and manuals
 - iii. other resources and materials
- e) Be an ambassador for church planting within the denomination
- f) Seek and identify potential church planters from:
 - i. within the PCV
 - ii. interstate presbyterian churches
 - iii. theological colleges
 - iv. church planting and ministry networks
- g) Oversee the ongoing training, coaching and mentoring of church planters
- h) Execute any other CPC directive

6. Safe Church Obligations

- a) The CPO shall:
 - i. at all times hold a current WWCC
 - ii. complete Basic Safe Church Training or equivalent
 - iii. complete Advanced Safe Church Training
 - iv. complete the relevant Safe Church Refresher course annually.

7. Denominational Involvement

- a) The CPO shall:
 - i. have a seat on the presbytery in which he resides.
- b) The CPO shall not without CPC approval:
 - i. serve on any committee, board, panel or council of the Church
 - ii. serve as Moderator of a Home Mission Charge or Interim Moderator of a vacant charge
 - iii. serve as Presbytery Moderator or Presbytery Clerk
 - iv. serve as Assembly Moderator
 - v. teach at the theological college

8. Residence

- a) The CPO shall have his place of residence within the Melbourne Metropolitan Area.

9. Appointment

- a) The appointment shall be up to full-time (1.0 EFT)

- b) The initial appointment shall be for five years.
- c) Subsequent appointments shall be for five years.

10. Performance Reviews

- a) The CPO shall receive annual formative reviews performed by the CPC.
- b) Prior to any subsequent appointment the CPO shall undergo a summative review performed by the CPC (with external support).

11. Termination or Resignation

- a) The position shall conclude effective 90 days after:
 - i. termination notice is given by the CPC or Assembly.
 - ii. resignation notice is given by the CPO.
- b) Termination shall be immediate if the CPO ceases to be an Ordained Minister.

12. Position Description Changes

- a) The Assembly may at any time change this position description.
- b) Prior to each appointment the CPC shall review the CPO position description, and if necessary bring any recommended changes to the attention of the Code and General Administration Committee for consideration before seeking Assembly approval.

Church Planting Officer (Terms of Employment)

GAV Commission (May) Min 9.2

- a. Minimum Terms of Settlement for Ministers *pro rata* as approved by the Assembly with the following additions all of which shall be calculated *pro rata*:
 - i. Manse allowance
 - ii. Manse energy up to 10% Stipend.
 - iii. Communications (phone/internet/mobile/NBN) up to 4% Stipend.
 - iv. Children's primary and secondary education up to 5% Stipend.
- b. Work Cover and Disability Insurance
- c. Removal costs for initial appointment only
- d. Long Service Leave subject to the PCV Ministers Long Service Leave and LSL Fund Regulations
- e. Any other provision the Assembly may declare from time to time.