



CAREERS WITH BARKER ROAD METHODIST CHURCH

We desire to be a community that walks securely in our identify as children of God (chosen, loved, with a God-ordained calling). One that knows, loves, worships, and follows Christ who called us out of darkness into His marvellous light of eternal life and truth.

A community established upon the core values of prayerful adoration and dependence on God, humility towards God and one another, faithfulness in obedience to the teachings of scripture, gratefulness, generosity, authenticity, and excellence.

If this too resonates with you, why not explore the various opportunities available and come alongside to join our team as we co-labour to build God's Kingdom here at Barker Road Methodist Church.

To apply, please email your detailed resume together with a cover letter to the HR team at: hr@brmc.org.sg. Kindly note that only shortlisted candidates will be contacted.

OPPORTUNITIES TO JOIN THE TEAM

1. Pastoral Team Staff (Outreach, Family & Community Support)

Main Duties & Responsibilities:

1. Providing financial assistance to underprivileged families or individuals under BRMC care through reviewing and assessing needs/intervention goals/objectives and recommending intervention strategies, as well as monitoring/evaluating intervention strategies and preparation/submission of reports.
2. Caring for and befriending underprivileged families or individuals.
3. Providing funds/financial aid to institutions that look after marginalized people.
4. Initializing, planning and organizing group fellowship for beneficiaries through festive events (support special OSC-related events/outings)
5. Strategizing and encouraging congregation participation in the Outreach and Social Concerns ministry and its activities and providing spiritual nurture and appropriate training to volunteers/befrienders.
6. Liaise between the ministry committee and the pastors' office.
7. Monitor the state of the ministry and feedback to the pastors' office.
8. Performing additional tasks when assigned by pastors or immediate supervisors in current ministry and/or other ministries, including but not limited to performing home/hospitalization visitations, bereavement ministry, serving as assigned in church services, and conducting of membership interviews.

Qualifications:

Degree/Diploma in Social Work or Theological Degree/
Diploma from recognised institutions.

Relevant Experience and Skillsets:

- 2 years relevant experience in direct casework management
- Previous relevant experience in pastoral care will be preferred.
- Able to work independently under minimal supervision.
- Strong interpersonal and communication skills.
- An innovative team player, self-motivated and pro-active.

2. Pastoral Team Staff (Christian School Ministry)

Main Duties & Responsibilities:

1. Planning and organising:
 - School chapel program and devotions
 - Student ministry program and activities
 - Prayer fellowships for parent groups
 - Pre and post exam prayer groups
 - Camps and events during both school term and during holidays
2. Spiritual Care:
 - Provide spiritual guidance and nurture (feed, train, protect, encourage)
 - Develop and implement curriculum for training
 - Equipping and training of students, teachers and parent helpers
 - Building relationships and rapport with students, teachers
3. Other Duties:
 - Continuous review and improvement of programs and activities to meet the needs of the students and parents in the prevailing environment
 - Provide pastoral care and counselling to families whenever needed
 - To collaborate with other Ministries in implementing the Ministry objectives
 - To be present at all School Ministry activities.
 - To introduce and offer Church ministry and resources of BRMC to students, parents and teachers
4. Serve as Pastors' Office Representative:
 - Liaise between the School and the Pastors' Office
 - Monitor the state of the School Ministry and feedback to Pastors' Office
 - To carry out additional responsibilities when assigned by pastors or immediate supervisors in current ministry and/or other ministries

Qualifications:

- Theological Degree/Diploma

Relevant Experience and Skillsets:

- 2 years' experience in Children's work
- Ability to work independently under minimal supervision
- Ability to communicate effectively with all levels of staff
- An innovative team player, self-motivated, pro-active

3. Pastoral Team Staff (Chinese Ministry), Oasis BRMC Mission

Work with the Head of Oasis BRMC Mission in providing leadership, cultivating and nurturing the spiritual growth of the Chinese ministry, and giving pastoral care, and engage in other functions as delegated by the Head of Ministry, including but not limited to worship, Sunday School, small groups, fellowship, social concerns, and outreach.

Main Duties & Responsibilities:

1. Chinese Worship Service:
 - Plan and lead the congregation in the weekly Chinese Sunday service
 - Plan the pulpit schedule and invite Chinese preachers to preach
 - Preach sermons at least once a month
 - Plan the Chinese worship roster
 - Arrange for special events or occasions which take place during/after worship
 - Provide help in translation of liturgy (from English to Mandarin) for bilingual combined Sunday Service, which happens once a month or on special occasions
2. Prayer Ministry:
 - Lead the Chinese prayer group at the weekly church prayer meeting - includes preparing a short devotion to equip and encourage before prayer
 - Translate prayer needs from English to Mandarin for dissemination to those in the Chinese Ministry
3. Counselling and Pastoral Care:
 - Provide counselling support to the Chinese congregation where needed (in the areas of elderly, marital, family and individual)
 - Make referrals to professional counsellors and/or social workers from Oasis community partners where necessary
4. Equipping and Development:
 - Development, nurturing and cultivation of the Chinese Ministry
 - Development of Sunday School classes and other bible study groups
 - Training of Chinese leaders
5. Other Duties as Requested:
 - Formulate the theme/goals of the Chinese Ministry (aligned to the general direction of Oasis)
 - Be involved in Outreach and Social Concerns for the community
 - Conduct Baptism and Membership Courses for Chinese worshippers

Qualifications:

- Theological Degree or Masters (preferred)
- Desirable to have:
 - Local Preacher License
 - Post-Graduate in areas of Theology, Divinity, Christian Ministry, Elderly Pastoral Ministry, or other closely related fields
 - Degree or certificate or experience in counselling

Relevant Experience and Skillsets:

- Related experience in Chinese and/or elderly ministries and able to connect effectively with the elderly and families
- Minimum 3 years of relevant experience
- Ability to work independently under minimal supervision
- Ability to communicate effectively with all levels of staff
- An innovative team player, self-motivated and pro-active

4. Pastoral Team Staff (Church School, Children)

Main Duties & Responsibilities:

1. Planning & Organising:
 - Assist the Committee or be responsible (whenever called upon) in planning, organising and the smooth running of Church School activities that is aligned to its ministry objectives
 - Ensure that all such activities are relevant in meeting the needs and objectives of the Church School in the prevailing environment
 - Ensure that all activities are aligned to the church calendar of events;
 - Recommend and implement strategies to attract, engage, inspire and retain Church School participation
2. Spiritual Nurture (feed, train, protect, encourage):
 - Feed – Organise devotions, bible studies etc and other aspects of spiritual formation to Church School teachers
 - Train – i) Initiate and organise training and development for Church School teachers to keep abreast of the latest teaching materials and methodology
 - Build up in-house training programs by developing training curriculum for Church School
 - Protect – Organise prayer and fellowship meetings
 - Encourage – initiate opportunities to provide support to Church School teachers in their spiritual journey
3. Provide pastoral care and counselling to Young Adult Ministry leaders
4. Develop effective strategies to engage parents to raise awareness of the Church School as well as their participation in the ministry
5. Be present at all Church School activities/events.
6. Pastors' Office representative:
 - Liaise between the Ministry Committee and the Pastors' Office
 - Monitor the state of the Ministry and feedback to Pastors' Office
7. To carry out additional responsibilities when assigned by pastors or immediate supervisors in current ministry and/or other ministries

Qualifications:

- Theological Degree/Diploma

Relevant Experience and Skillsets

- 1 year of relevant experience in the area of Early Childhood Care or Children Ministry

- Ability to work independently under minimal supervision
- Ability to communicate effectively with all levels of staff
- Ability to build good rapport with children and parents
- An innovative team player, self-motivated, pro-active

5. Pastoral Team Staff (Oldham Hall)

Main Duties & Responsibilities:

The purpose and Christian ministry objectives and curriculum can be dovetailed with OH programs.

1. Planning & Organising:

- a. Organise activities to reach out to Oldham Hall pre-believers (including the Youth Fellowship)
- b. Organise welcome and outreach initiatives for new Oldham Hall boarders
- c. Conduct programs that help point the Oldham Hall community to God (encourage the major-exam boarders, Christmas activities, Dedication Service, and facilitation of a Christian Ministry Room)
- d. Organise evangelistic activities to reach out to Oldham Hall boarders (Youth Camp, Youth Alpha, Cultural Outreach Program)
- e. Assist Oldham Hall boarders who are attending BRMC services to integrate into the BRMC faith community through connect groups and/or introduction to BRMC members and ministries
- f. Plan and organise the Befrienders' program, monitor and evaluate its effectiveness and improve where necessary, key liaison who will coordinate the recruitment and nurturing of a group of BRMC members (from Oldham Hall Sunday and throughout the year) who will provide hospitality and care to Oldham Hall boarders through various forms of engagement
- g. Outreach to Oldham Hall contract workers and beneficiaries of the HOPE Fund
- h. Identify BRMC ministries, stakeholders, programs and resources that Oldham Hall ministry could collaborate and work with
- i. Identify, nurture, disciple and equip potential leaders amongst the Oldham Hall boarders so that they can grow to be disciple-makers amongst their peers.
- j. Organise farewell activities for Oldham Hall boarders who are leaving with strategies for keeping contact and follow up
- k. Explore opportunities to engage alumni for the purposes of continuing the ministry of outreach as well as discipleship
- l. Attend Oldham Hall Management Committee (OHMC) meetings and provide report updates on Christian ministry initiatives.

2. Spiritual Nurture:

- a. Feed – Lead worship, write/edit and organise devotions and Bible studies for Oldham Hall boarders and staff.
Assign relevant and effective monthly talks for Oldham Hall boarders
- b. Train – Spiritual formation for Oldham Hall staff and volunteer team through equipping sessions
- c. Protect – Organise prayer groups and fellowship meetings for Oldham

Hall boarders and staff

- d. Encourage – Build relationships with internal and external stakeholders
3. Provide pastoral care and counselling to Oldham Hall staff and volunteers
4. To be present at all Oldham Hall Christian Ministry activities/events
5. Pastors' Office representative:
 - Liaise between the Oldham Hall Management and the Pastors' Office;
 - Monitor the state of the Ministry and feedback to Pastors' Office
6. To carry out additional responsibilities when assigned by pastors or immediate supervisors in current ministry and/or other ministries in Barker Road Methodist Church

Qualifications:

- Bachelor of Theology/Master of Divinity

Relevant Experience and Skillsets:

- 2 years of relevant Experience in youth work, cross-cultural ministry
- Ability to work independently under minimal supervision
- Ability to communicate effectively with all levels of staff
- An innovative team player, self-motivated, pro-active
- Proficient in Microsoft Word, Teams, PowerPoint, Video Editor, Canva, Auphonic, Audacity, Team Up, and Google Forms

6. Pastoral Team Staff (Connect Groups Ministry)

Main Duties & Responsibilities:

1. Assist the Pastor in overseeing the Connect Groups ministry
2. Pastoral Care of Connect Groups
3. Development and implementation of Connect Groups structure toward more effective Pastoral Care and Community Life, with an emphasis on transitions from Youth Ministry (YM) into Young Adults Ministry (YAM) and from YAM into Adults CGs.
4. Training and development of leaders within the Connect Groups Ministry
5. Visitation of Connect Groups / Connect Group Leaders
6. Recommendation and development of curriculum for Connect Groups
7. Work with the Committee in planning and coordinating programmes for Connect Groups
8. Placement of new/existing members in Connect Groups
9. Collaborate with other Ministries in CGM objectives
10. To carry out additional responsibilities when assigned by pastors or immediate supervisors in current ministry and/or other ministries

Qualifications:

- Theological Degree/Diploma

Relevant Experience and Skillsets:

- 2 years of relevant experience in pastoral care
- Ability to work independently under minimal supervision
- Ability to communicate effectively with all levels of staff
- An innovative team player, self-motivated, pro-active

7. Pastoral Team Staff (Seniors Ministry)

Main Duties & Responsibilities:

1. Plan, organise, collaborate, and communicate with the pastoral team, volunteers and seniors to implement Senior Ministry programmes and activities.
2. Provide pastoral care and support to Seniors in a timely and effective manner; including visiting home/hospital-bound seniors.
3. Provide basic counselling to seniors as well as volunteers, and to make referral to church pastors and Care Centre where necessary
4. Identify, recruit, support/care, and equip volunteers
 - Identify, engage, select, equip and deploy volunteers to serve in the Seniors Ministry. This includes developing effective strategies to engage, equip, and recruit family members.
 - Ensure Senior Ministry leaders belong to a Connect Group or some form of support group.
 - Organise spiritual nurture and equipping sessions for volunteers
5. Collaborate with external agencies for the purpose of developing effective strategies and skills for the Seniors Ministry.
6. Any additional responsibilities as assigned by supervisor or the Pastor-in-Charge; including:
 - Serving as a Service Pastoral Team Staff during weekend church services
 - Conducting of wake services
 - Conducting hospital/home visits of non-senior church members

Qualifications:

- Theological qualification in an accredited institution
- 2-years relevant years of experience working with Seniors/involvement in Seniors Ministry

Relevant Experience and Skillsets:

- An understanding of the history and doctrines of the Methodist Church
- Able to work independently under minimal supervision.
- Strong interpersonal and communication skills
- An innovative team player, self-motivated, and pro-active.