



The Church of Scotland

Appointment of

OUTREACH PARISH ASSISTANT

Bennachie Parish Church, Presbytery of North East and Northern Isles
Closing date – 12 noon Friday, 3 October 2025

Job Reference Number: M18/25

Responsible to: Parish Minister



About the Church of Scotland

The Church of Scotland is a national Church providing ministry, care, witness and service across the whole of Scotland and engaging in other parts of the UK and across the world. It has been a significant part of the life of Scotland for more than 450 years. As well as providing worshipping communities of faith that testify to the truth and relevance of the Christian faith, it also plays a significant part in the community life of Scotland in a variety of ways and adds significantly to its social capital.

The Church of Scotland today works in partnership with others, including churches from around the world, ecumenical partners, interfaith networks, charities and individuals. It engages with Government and civic society, believing that the Good News of Jesus is relevant within the spheres of politics and decision-making, as well as in our local communities and congregations.

Ministries Development Staff

Working in the parishes across Scotland, our Ministries Development Staff (MDS) provide additional support locally to complement the work of Parish Ministers. Employed by the Ministries Council of the Church of Scotland, the work that is carried out by our MDS colleagues is invaluable in making a difference to the lives of people in our churches and communities. The Ministries Council employs over 100 staff who are working in roles such as Deacons, Parish Assistants, Children, Youth and Family Workers, Outreach Workers, Pastoral Assistants and Community Development Workers. With support provided centrally from the Faith Action Programme and Human Resources team in the national offices, our MDS colleagues will have access to a full suite of wellbeing and learning opportunities. This sits alongside local collaborative working between line manager, kirk session and presbytery.



About the Parish

Bennachie Parish Church was created in 2023 following the union of Blairdaff & Chapel of Garioch, Cluny & Monymusk, Echt & Midmar, Kemnay and Kintore Churches. Our buildings go back as far as the 12th century but we want to remain relevant and vibrant in our local communities. We worship weekly in five of the Churches under the guidance of our team ministry of two Ministers.

We are in a beautiful part of Aberdeenshire, wrapped around the local landmark of the Bennachie range with the distinctive Mither Tap peak, also used as our logo. Although we are a congregation spread out geographically in an area which covers a population of around 15,400 people we are learning to grow together as one parish. We enjoy joint services once a month where we raise the roof with our song and join in the joy of communion. After all the changes in the last few years, with our regular worshipping community of around 120 people we are looking to reengage with our roll membership of 1,500 and develop our confidence to spread the Good News beyond our walls and into our extraordinary parish.

Context of the role

As required, the postholder will be expected to work in various locations across the parish. The parish has five places of worship spread across eight geographically distinct communities.

With an active social conscience, the congregation is outward looking, relaxed, inclusive and open, and values diversity. The postholder will be working in a permissive culture where experimentation and exploration will be actively encouraged.

The postholder will play a key role in helping the parish meet its ambition of further developing its mission, service and witness within its local communities.

The postholder will work as an integral part of the Bennachie Parish Church team with the full support of the Kirk Session. The parish is served by a current team of three whole-time ministers of Word and Sacrament (soon to be two), one part-time administrator, one part-time café manger and one part-time deputy manager. The congregation has a core of active and enthusiastic elders and members and a number of excellent volunteer youth leaders.



Role description

Title of Post:

Outreach Parish Assistant

Responsible to:

Parish Minister

Purpose of Post:

To help develop creative, sustainable and meaningful ways of outreach and connection within the wider parish and local communities, to further strengthen our links with our own membership and to explore fresh expressions of all-age worship.

Main Duties

- To take the lead in organising community and outreach events;
- To identify opportunities to build and develop meaningful and lasting relationships between the church and people in our communities;
- To help us be creative and experimental in taking advantage of such opportunities;
- To identify, recruit, lead and motivate volunteers to take part in outreach activities;
- To develop and sustain a volunteer base to support existing and new outreach work;
- To work with the ministry team to develop new forms of worship and faith exploration that will help us to engage in new ways with our communities, especially with younger generations;
- To develop strategies for communication across a range of media to raise the profile of the church across the parish;
- To attend and participate in worship, as appropriate, across the united parish;
- To undertake such duties as may be required from time to time by the ministry team.

Additional Duties

- To meet regularly as part of the ministry team;
- To keep up to date with Church of Scotland Safeguarding training;
- To attend Kirk Session meetings and provide updates, as required;
- To contribute fully to the Ministries Council appraisal process;
- To support integration across the parish.



Person Specification

It is an essential requirement of this role that the post-holder is a committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010.

The successful candidate will have:

- Qualified to degree level or similar or accredited training in children's/youth/family/community development work. Or, significant, recent and relevant work experience in these areas
- Experience in outreach to families and/or adults 18 – 40;
- Experience in developing, running and evaluating events;
- Highly developed interpersonal skills with proven ability to develop and maintain positive relationships;
- An understanding of the issues affecting those within the local community;
- Ability to work unsupervised with readiness to use own initiative and to plan and deliver activities;
- Ability to engage with people who have little or no Church connection or understanding;
- Ability to have an enthusiastic approach to recruiting and working alongside volunteers, with an understanding of safe recruitment;
- Experience of using social media in a work context;
- Comfortable in a variety of different congregational settings, including informal, formal and interactive;
- An ecumenical and open approach to working in partnership alongside people in church and community settings and a commitment to collaboration;
- Excellent communication skills, including with a wide range of ages and sociodemographic communities;
- Proven ability to work collaboratively with colleagues and contribute to effective team working;
- Openness to different ways of working and trying new initiatives;
- Excellent organisational and time management skills to prioritise work to timescales and demands;
- Full UK driving license and/or access to a private vehicle;
- On-going commitment to continuing professional development and to engaging with any relevant training opportunities.

It is also desirable, however not essential that the successful candidate has:

- Knowledge and understanding of the congregational life of the Church of Scotland.

Applications will be assessed in respect of the above criteria.

Employment Benefits

As a member of staff within the MDS, you will be able to access a number of benefits. All eligible MDS employees will be automatically enrolled into a defined contribution pension arrangement where you will be auto-enrolled at the default rate of 2.5% employee contribution and 14% employer contribution. You will have the option to reduce your contribution or opt out of the scheme.

Current Pension Contributions

Employee Contribution	Employer Contribution
0%	11.5%
0.5% and less than 2.5%	11.5%
2.5% and above	14.0%

You will also have access to our Employee Assistance Programme, Occupational Sick Pay, enhanced family friendly policies, Flexible Working Policy, Hybrid Working Policy, Cycle to Work Scheme, Chaplaincy Service and Death in Service Benefit.

Terms and Conditions

- Salary is based on the MDS scale of £29,535 - £33,389 per annum. This is the full-time salary scale and actual salary will be pro rata to 0.5 FTE.
- Normal hours of work will be 18.75 hours per week.
- The nature of the work calls for a degree of flexibility, thus hours of work, which are as agreed with the line manager, may vary from day to day.
- This is a permanent post.
- The post is based at Bennachie Parish Church.
- There are five weeks paid leave (187.5 hours pro rata) in each full holiday year which runs from 1 January to 31 December. Entitlement is based on full weeks worked. There are also nine statutory holidays. Entitlement increases after five years' service to six weeks (225 hours pro rata) annual paid leave
- Travel expenses by public transport or by use of own car (if appropriate) at rates agreed by the employer are payable and reviewed annually.
- Membership of Disclosure Scotland PVG Scheme will be required.
- It is essential you have the right to work in the UK before applying to work with us. You will be asked to provide proof of your eligibility to work and remain in the UK if you are invited to attend for an interview.
- In order to comply with the Asylum and Immigration Act 1996, the successful applicant will be asked to provide document(s) confirming their eligibility to work in the United Kingdom.
- An employment medical check will be undertaken as part of our recruitment process.

For a confidential discussion regarding the role, please contact Rev Neil Meyer

Telephone: 01467 632219, Email: nmeyer@churchofscotland.org.uk

How to Apply

Applications should be sent by email to **recruitment@churchofscotland.org.uk** and must be received by 12 noon on the closing date.

Applications should comprise:

- A personal statement, outlining how your skills, experiences and personal qualities match the requirements of the role outlined in the job description. Please provide reference contact details for your last two periods of employment (this would normally be your direct line manager/supervisor). If you have had more than two employers in the last three years, please provide referee contact details for that period. References will not be contacted until later in the process.
- A full CV, including educational and professional qualifications alongside a full employment history showing positions held, responsibilities and relevant achievements.
- A personal information form, to be downloaded and attached.

Applications without a CV, personal statement and personal information form will not be taken forward in the process.

Each document should be a maximum of two sides of A4. For more information on any of our roles, please contact **recruitment@churchofscotland.org.uk**