

Job Title: Mercy & Justice Leader (full-time; experienced hire preferred)

Report To: City Renewal Team Leader

Ministry Team: City Renewal

Brief Summary of Role:

We are looking for an experienced candidate who can grow in role & responsibilities within the expanding Mercy & Justice (M&J) ministry.

The M&J Leader is responsible for overseeing regular programmes and functions of RHC's Mercy and Justice Ministry as part of a collaborative team. He or she must be driven to support, guide and empower volunteers as they serve, and journey with them as they grow in their faith. This person must also have an affinity towards reaching out to vulnerable groups and be willing to get involved on the ground. The candidate should have some experience with programme / project management and must have a strong grasp of the biblical motivation for M&J.

Nature of Role:

- Requires a self-starter mentality & a desire to grow into leadership responsibilities which could involve managing other staff, interns, etc.
- Involves time spent on the ground managing & supporting M&J initiatives
- Centres on building & managing diverse stakeholder relationships (incl. external partners, beneficiaries, volunteers & congregants)

Detailed Job Description:

Helps to Champion the Ministry of Mercy

- Helps congregants & volunteers grasp the 'why' and 'how' of M&J at RHC
- Provides visibility for M&J efforts & partnerships to the church and stakeholders
- Helps to maintain and align with RHC's culture & gospel DNA
- Establishes & communicates M&J ministry culture
- Supports & collaborates with M&J volunteer leaders

Leads M&J Programmes & Partnerships

- Spearheads engagement with partner organisations (i.e. VWOs)
- Runs & coordinates key programmes (ie regular, ongoing outreach efforts)
- Oversees & upkeep ministry protocols & procedures

High growth potential in the areas of: refining ministry vision & approach, measuring impact, programme development and recommending new priorities & partnerships

Supports & Guides Volunteers

- Oversees volunteer management & support
- Integrates & orients new volunteers
- Connects regularly with individual volunteers, empowering and nurturing growth
- Contributes to volunteer training & discipleship
- Organises events/initiatives to foster community-building amongst M&J volunteers, and between M&J volunteers and beneficiaries

High growth potential in the areas of: discipling & coaching volunteers, leading volunteer training, development & discipleship opportunities, and raising up leaders

Leads Ministry Projects, Events & Communications

- Initiates & leads strategic projects (ie prayer journal; programme retreats; etc)
- Organises regular events according to ministry priorities (ie. Hope in Action)
- Creates and maintains ministry content & resources (ie. orientation e-learning)
- Procures & shares testimonies from partners, beneficiaries & volunteers
- Provides administrative support for the ministry (ie. writing reports, vol database)

High growth potential in the areas of: thought leadership, internal (cross-ministry) & external collaboration, and contributing to other RHC City Renewal efforts.

Qualifications, Skills & Desired Traits

- Member in good standing of RHC Central
- 5+ years of work experience in a relevant field preferred
- Has leadership skills and a desire to grow as a leader
- Highly motivated; is a self-starter who takes personal initiative
- Strong interpersonal, communication & executive functioning skills
- Strategic & innovative thinker
- Comfortable speaking to small to medium-sized groups
- Competence to build and effectively manage stakeholder relationships
- Ability to work independently as well as in a collaborative team environment
- Cross-cultural skills and interest to engage with diverse beneficiaries

Expectations

Our ideal candidate would best contribute to the team by:

- Serving humbly and graciously, submitting to the elders and in all things to Christ
- Cultivating personal intimacy with Jesus so that work is a Spirit-filled overflow
- Actively pursuing and modelling a Godly life, marked by discretion and maturity
- Being led by RHC's mission and contributing to a healthy staff culture
- Being connected to and integrated within RHC
- Upholding a culture of prayer in the ministry

RHC's Commitment to Staff

- We encourage professional, personal and spiritual growth at the workplace
- We explore and affirm areas of strengths and gifts
- We ensure fairness, transparency and equity in caring for staff

To apply, please submit your cover letter and resume to hr@rhc.org.sg