



St Paul's Castle Hill Volunteer Job Description

ROLE TITLE: Alpha Course Leader

Our St Paul's mission is to bring people to Christ, build them in Christ, and send them out for Christ.

MINISTRY HEAD: Meredith & Jason Pireh (Volunteers)

STAFF MINISTRY LEADER: Bruce Stanley (Senior Minister)

VISION/GOAL FOR THIS ROLE: The Alpha Course Leader is pivotal in creating a welcoming and transformative environment for guests exploring the Christian faith. This role involves leading the Alpha course, guiding discussions, and fostering an atmosphere where participants feel comfortable to ask questions and explore life's big questions.

TIME COMMITMENT:

- **Preparation:** Allocate time each week to prepare for sessions, including reviewing materials and planning discussions.
- **Course Duration:** The Alpha course typically runs for 10 weeks, with an additional weekend retreat.
- **Session Timing:** Sessions are held weekly, with exact times to be confirmed.
- **Additional Responsibilities:** Attend team meetings and participate in training sessions as required.

KEY REQUIREMENTS:

- **Character:**
 - Value and be growing in a relationship with Jesus
 - Live a personal life that is above reproach, reflecting Christian values and integrity
 - Have others around you in your walk with Christ who affirm your character (staff, small group leader references)
- **Conviction:**
 - Be actively engaged in the life of St Paul's church, through regularly attending a service and small group (at least 6 months prior)
 - Agree with SPCH Vision, Mission & Statement of Beliefs (<https://stpauls.church/what-we-believe/>)
- **Competency:**
 - Strong communication and leadership skills.
 - Ability to facilitate group discussions and manage group dynamics.
 - Comfortable with the Alpha course materials and structure.

KEY TASKS AND RESPONSIBILITIES:

- **Session Leadership:**
 - Lead weekly Alpha sessions for the duration of the course (8 – 11 weeks), including the meal, video presentation, and small group discussions.
 - Ensure that each session is engaging and that all participants feel heard and valued.
- **Team Coordination:**
 - Collaborate with the Alpha Helper to ensure smooth running of each session.
 - Send prayer and praise points to Prayer Supporters for the course.
 - Provide guidance and support to the Helpers as needed.
- **Participant Engagement:**
 - Build relationships with guests, creating a safe space for open discussion.
 - Address any concerns or questions that arise during the course.
- **Administrative Duties:**
 - Coordinate with the Staff Ministry Leader regarding logistics and resources.
 - Assist in the promotion and registration process for the Alpha course.

TRAINING AND SUPPORT:

Detailed initial and ongoing training sessions are provided by Alpha Australia which will equip you with all you need for the course. Videos and resources are all provided. The Ministry Leaders and Staff will provide regular feedback and support throughout the course.