



St Paul's Castle Hill Volunteer Job Description

ROLE TITLE: Men's Ministry – Strategic Planning Team

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

MINISTRY HEAD: Chris Jones (Volunteer Men's Ministry Coordinator)

STAFF MINISTRY LEADER: Pat Jones (Generations Minister)

VISION/GOAL FOR THIS ROLE: The Men's Ministry Strategic Planning Team works collaboratively to shape and support ministry that encourages, strengthens, and equips the men of our church community. The team meets to plan and oversee key ministry areas including discipleship, events, and opportunities for men to serve and support one another and the wider church. Responsibilities include identifying areas for growth, planning term-based events, sourcing speakers, organising logistics such as catering and venue setup, and assisting with the annual Men's Conference.

TIME COMMITMENT:

The team meets in advance of each men's event, usually once a term, with additional involvement in event execution and support. Planning the annual Men's Conference will require additional time and input. Commitment generally includes 2 planning meetings per term and availability on the day of the event for set-up, hosting, and pack-down.

KEY REQUIREMENTS:

There are no diocese/legal requirements.

- **Character:**
 - Value and be growing in a relationship with Jesus.
 - Live a personal life that is above reproach.
- **Conviction:**
 - Be actively engaged in the life of St Paul's church, through regularly attending a service and small group.
 - Agree with SPCH Vision, Mission & Statement of Beliefs (<https://stpauls.church/what-we-believe/>)
- **Competency:**
 - Strategic thinking and a heart for discipling men
 - Willingness to serve within a team context
 - Strong communication and organisational skills
 - Initiative and reliability in follow-through on tasks

**KEY TASKS AND RESPONSIBILITIES:**

- Attend planning meetings to discuss and shape Men's Ministry direction
- Identify opportunities for growth in discipleship, connection, and serving among men
- Help plan and run term-based men's events and the annual Men's Conference
- Assist with sourcing and liaising with guest speakers
- Coordinate event logistics, including catering, set-up, and pack-down
- Provide feedback post-events to improve future planning

TRAINING AND SUPPORT:

You'll be supported by the Men's Ministry Coordinator and other team members. Clear communication, shared planning tools, and prayerful team culture will help you thrive in this role. Guidance and debriefs will be provided after major events to ensure ongoing support and growth.