

Position Description		
Title:	Church & Partnerships Manager (NSW/ACT)	
Department:	National Engagement (Partnerships)	
Purpose:	<p>The State Church &amp; Partnerships Manager exists to lead and cultivate meaningful partnerships with the Australian Baptist church in its various expressions – gathered in worshipping communities, in Christian schools, and scattered as individuals living out their faith – across New South Wales and the Australian Capital Territory.</p> <p>Through this engagement, the role inspires and equips the Church to pray, act and give in alignment with their faith and the mission of Baptist World Aid Australia. This includes leading communities in prayer, biblical teaching, and strategic relationship management that deepens the Church’s discipleship in justice and generosity. Through the work of this role, Baptists in NSW and the ACT will increase their giving to fulfil our shared mission of a world where poverty has ended and all people enjoy the fullness of life God intends.</p> <p>This role meets the requirements for classification as a “minister of religion” under Taxation Ruling TR2019/3, making the employee eligible for exempt fringe benefits as a religious practitioner for employees with relevant experience/qualifications.</p>	
Reports to:	National Engagement Manager (Partnerships)	
Direct Reports/ Supervises:	Leads a small team (currently 2.0 FTE) of state-based partnership staff, plus volunteers.	
Key Relationships:	<p>Internal</p> <ul style="list-style-type: none"><li>Partnerships Team, Volunteers.</li></ul> <p>External</p> <ul style="list-style-type: none"><li>BWAA supporters, NSW/ACT Baptist Association, Baptist pastors and leaders, Christian School Principles.</li></ul>	
Location:	North Ryde/hybrid remote, with minimum 2 day/week working from BWAA’s North Ryde Office and semi-regular travel across the state. Occasional interstate/international travel.	
Key Responsibilities and Activities		
Key Focus Areas	Activities	Success looks like
Growing Church faith and engagement with justice	Build and maintain partnerships with local Baptist churches and Christian schools. Lead biblically-founded presentations and teaching on areas including ethical fashion and integral mission, and	Increased participation and giving from churches and schools.

	report back on mission impact to inspire prayer, advocacy action, and giving to BWAA.	<p>Strong, trust-based relationships with pastors and school leaders.</p> <p>Congregations and students feel spiritually and missionally connected.</p> <p>More Churches and Schools engage with Baptist World Aid to put their faith into action.</p>
Growing supporters' faith and engagement with justice	Engage with individual supporters and major donors (the church 'scattered'). Leveraging your deep understanding of integral mission, share insights around biblical faith and justice, and stories from BWAA's international partners to present the vision and impact of our work, facilitating meaningful giving relationships.	<p>Growth in major donor engagement and giving.</p> <p>Supporters feel spiritually and missionally connected.</p> <p>More individual Christians engage with Baptist World Aid to put their faith into action.</p>
Team leadership and coordination (15%)	Provide supervision, coaching and alignment to any direct reports in the state. Support collaboration across church, school and philanthropy engagement. Lead Christian devotions and prayer.	Team is equipped, aligned, supported, and effective.
Reporting and administration (15%)	Maintain accurate CRM data and provide activity updates, relationship engagement plans and strategic input to national team. Regular data reporting on state-based impact (i.e. donation data, advocacy action).	Timely and accurate planning and reporting that informs strategy. CRM reflects strong activity.
<b>Secondary Activities</b>		
<ul style="list-style-type: none"> <li>• Attending training and meetings as required</li> <li>• Other projects, support or duties as directed by the Executive</li> </ul>		
<b>Essential Knowledge, Skills and Experience</b>		
<ul style="list-style-type: none"> <li>• Aligned with strong commitment to the values, vision and mission of Baptist World Aid.</li> <li>• Theological training or substantial equivalent practical ministry experience that supports eligibility as a "minister of religion" under TR2019/3.</li> <li>• Experience in preaching, teaching and communicating biblical principles, especially in relation to justice, integral mission, and generosity.</li> <li>• Strong interpersonal and relationship-building skills, with a background in ministry, community engagement, fundraising, or sales. Experience in sales, marketing or B2B fundraising highly favoured.</li> <li>• Ability to lead others and manage small teams towards missional outcomes.</li> <li>• Organised and capable of managing multiple relationships and priorities across varied contexts.</li> </ul>		
<b>Desirable Knowledge, Skills and Experience</b>		

- Tertiary qualifications in Business, Communications/PR or similar areas.
- Ordination, preferably within the Australian Baptist movement.
- Understanding of best-practice international development.
- Experience in donor relations or major gift fundraising.
- Knowledge of the Baptist movement in South Australia and the Northern Territory.
- Experience in events or campaign management.
- Experience in working with faith-based Not-For Profit organisations.

#### **Organisational Wide Requirements**

##### **Our Values**

It is expected that you model our organisational values.

##### **Workplace Health and Safety and Equal Employment Opportunity**

It is your responsibility to take reasonable care for the health and safety of all people within the workplace and for all people who may be affected by your acts or omissions. You will cooperate in implementing WHS legislation and standards.

You are also accountable and responsible for complying with all Transform Aid International / Baptist World Aid policies and procedures designed to eliminate discrimination in the workplace.

##### **Safeguarding**

Transform Aid International / Baptist World Aid is a child safe organisation and all employees are required to read and understand our policies in relation to child protection policy, safeguarding, and the prevention of sexual exploitation, abuse and harassment. Employees must and in addition, sign and abide by our Safeguarding Code of Conduct. All employees are required to provide authorisation for a National Police Check and will be required to gain a Working with Children Check and maintain these clearances.

##### **Compliance**

It is your responsibility to ensure compliance with TAI policies and procedures, legislation, as well as requirements of relevant regulatory bodies, including ACFID and DFAT.

<b>Employee Name</b>	
<b>Employee Signature</b>	
<b>Date</b>	