

New Leadership Opportunity



TABLE OF CONTENTS

Role Responsibilities:	3
Urban Junction / Ignite New Leadership	
Role Specification and Terms	6
Who We Are	7
Anticipated Process	8
Person Specifications	9
MCI Statement of Faith	12
MCI Code of Conduct	13



Role Responsibilities



Urban Junction / Ignite New Leadership Opportunity

We are looking to recruit at least 2 part-time people to help shape the life of our community going forward. Taking over from the current leadership team, we would like people to lead our Christian community and further develop our educational, social and faith-based projects in partnership with the local community. Urban Junction/Ignite is a part of the Methodist Church in Ireland (MCI).

You will be joining a welcoming, lively, outward looking church. Our spiritual core is rooted in worship, community, transformation and mission – exploring what it truly means to follow Jesus in today's world. We're a community that values innovation, belonging, conversations, and making a practical difference – deepening our personal faith in the process.

You will be leading a community who share and participate in all activities, roles and responsibilities, embodying our commitment to the priesthood of all believers. You will be responsible for specific areas but will collaborate weekly with each other for support, development of new ideas, pastoral oversight, prayer and programme coordination.

You will be part of a small team (2-4 people; with one P/T person in a community development role already) who collectively take responsibility for all items in the table below. No one person is expected to fulfill all tasks below, and so we are seeking people whose skills will complement one another.

If you are interested in joining our church community and believe that your passions and talents are a match with a number of the areas below, we would encourage you to apply.

LEADERSHIP & CO-ORDINATION

- Vision and direction of church community
- Overall leadership of staff, volunteers & members in a multi-programme practical exploration of living Christian community, seeking to address the spiritual and practical needs of our local community.
- Fostering a practical outworking of the 'priesthood of all believers' by seeking community involvement and participation in all activities.
- Inspire and onboard a new generation of volunteer members, facilitating teams (worship / teaching / mission) and delegation to others with appropriate co-ordination and minimal (but essential) oversight.
- Bravery to experiment and try new things.
- Willing to stand out. Open to change
- Reporting to the board/central team

CENTRE MANAGEMENT

- Centre management:
 - Tenants: ensuring that those who use the building are looked after, schedules are coordinated and invoicing is completed.
 - Facilities: making sure the premises is compliant with all relevant codes and is a welcoming and effective centre for a wide variety of activities
- Management and training of staff / volunteers / members
- Fostering warm internal and external relationships
- Programme management – ensure all programmes are well organised, publicised and run.
- Internal & external communications: (social media, WhatsApp groups, newsletters, church announcements, blog posts, website, etc.)





SPIRITUAL & THEOLOGICAL LEADERSHIP

- Leadership of a church / Faith community seeking to follow Jesus in all aspects of our lives
- Sunday worship / Homechurch gatherings – oversight of planning and organisation
- Co-ordination and direction of teaching in conjunction with the teaching team to ensure rigour and depth of teaching in an environment that understands and accepts/celebrates difference (Sunday and other teaching times)
- Oversee pastoral Care and discipleship of community members (those who attend on Sunday and those who link in during the week)
- Explore ways to facilitate all members in growing in their faith.
- Foster a spirit of curious conversations and seeking to understand one another
- Develop new programmes that address issues of Social Justice, Inequality, Mission work, etc.

COMMUNITY DEVELOPMENT

- Programme Development (investigating new opportunities for mission / community support / discipleship)
- Maintaining existing outreach programmes:
 - After-school clubs (primary & secondary)
 - Adult friendship groups
 - Parent and toddler group
 - Bible studies & other small groups
- Maintaining supportive relationships within Methodist church and with linked groups:
 - Men's shed
 - Foróige Youth Club from local IPAS Centre
- Ethos of collaboration. Recognition that relationship is more important than activities
- Welcoming and supportive to all

If you are interested in joining our church community and bringing new leadership, and can fulfill a number of these areas, please complete an application form and send to marion.smith@urban-junction.com.

Closing date for applications is 5pm on Friday 30th May 2025

Role specification / terms



Job Title:	Leadership Team Member
Location:	Urban Junction, Blackrock, Dublin
Contract:	Permanent
Employer:	The Methodist Church in Ireland
Salary:	To be confirmed
Hours of Work:	14-36 hours per week – core work hours are midweek and Sunday mornings but some evening and weekend work too. Days and hours to be agreed prior to contract. Some capacity for hybrid working.
Expenses:	All reasonable expenses paid in line the MCI expenses policy
Holiday Entitlement:	20 days annual leave entitlement per year plus bank holidays (pro rata)
References & Vetting:	Appointment will be subject to satisfactory Garda Vetting and references
Probationary Period:	Subject to the satisfactory completion of a six-month probationary period
Responsible to:	Board (Central Team) of Urban Junction
Completed Applications:	No later than 5pm on Friday 30 th May 2025
Interviews to be held by:	Week of 9 th June

The candidate will be required to be a committed Christian and in agreement with the MCI Statement of Faith and Code of Conduct. These are included below. Candidates must have the right to work in Ireland. This appointment is subject to a satisfactory vetting disclosure, carried on behalf of the Methodist Church in Ireland. For more information on the Garda vetting, AccessNI Code of Practice; Disclosure Management, Rehabilitation of Offenders, GDPR, Security Child Protection and Adult Safeguarding Policies, please visit www.irishmethodist.org/safeguarding. These documents are also available on request.

Who We Are

We are an outward-looking church community in Blackrock, Dublin, exploring what it looks like to follow the life and teachings of Jesus. With the guidance of the Holy Spirit, we long to demonstrate God's love in the world.

We value authenticity, belonging, participation, learning from each other and creativity. We call Ignite our church family and Urban Junction our community centre.

Ignite

As Ignite community we follow Jesus. Asking big questions and being shaped through participation, shared ownership, and holding space for each other to belong and grow. Each person plays a role in making this happen bringing their energy, ideas, and skills to create something bigger than any one person.

We consider **worship, community, mission and transformation** as the key functions of who we are and what we do. We believe that these themes give us grounding, purpose, and direction.

What we believe is shaped by Methodist values—a focus on grace, justice, and practical faith lived out in everyday life. We hold to the historic Christian faith, including the Nicene Creed, while embracing a spirit of openness and dialogue. You can read more about [Methodist beliefs here](#).

Urban Junction

At the heart of our work is Urban Junction. For the past 25 years, it has served as an accessible and adaptable space for the community—for parent and toddler groups, coffee groups, homework clubs, and youth clubs, as well as two preschools and other community groups.

Together, Ignite and Urban Junction are dedicated to creating a culture of inclusion, faith exploration, and social impact. We are passionate about seeing lives transformed and communities empowered.

We are a part of the Methodist Church in Ireland and have good relationships with other organisations such as Praxis, Serve the City, Scripture Union, Places of Sanctuary Ireland, Irish Bible Institute, a number of overseas aid agencies and local groups like Blackrock Community Men's Shed, Troy Mental Health Social Club, and Foróige Youth services – giving us exciting opportunities to partner and work alongside others.

Anticipated Process

We are committed to bringing in a team well, so that they can comfortably get involved as members of the community and take on the leadership roles fully equipped and informed. Ideally this should start as soon as possible, with visits to UJ to see the centre and join in on a Sunday morning. To facilitate this, we think that the timeline to a handover of responsibility will look something like this:



- Recruitment Process:

May - June

- Planned onboarding of new leadership team:

(shadowing and working alongside existing team for up to 3 months as desired / needed)

July - August

- Full handover:

August - September

For more information on Urban Junction and Ignite please check out our:

Websites | www.urban-junction.com; www.ignitenetwork.ie

Social Media | Urban Junction and Ignite Network Online on Facebook and Instagram



Person Specifications:

	ESSENTIAL	ROLE DEPENDENT
QUALIFICATIONS	<ul style="list-style-type: none"> • A nationally recognised third level course 	<ul style="list-style-type: none"> • A nationally recognised qualification in an area relevant to the role. eg. social care, chaplaincy, counselling, youth work, community development, non-profit management, etc. • Theological training
EXPERIENCE	<ul style="list-style-type: none"> • Minimum of 2 years' experience either employed or as a volunteer in a relevant role • Experience building relationships, communicating the Bible/ faith and discipling people both familiar and unfamiliar with church • Experience working on a team 	<ul style="list-style-type: none"> • Experience of leading new initiatives • Experience working in a community centre/project • Experience managing staff or volunteers
SKILLS & KNOWLEDGE	<ul style="list-style-type: none"> • Ability to build positive relationships with all ages • Pastoral skills and an understanding of issues facing people today • Excellent leadership skills • Able to imagine, develop and sustain new activities / events • A team builder who can support and encourage volunteers 	<ul style="list-style-type: none"> • Ability to produce graphics, flyers, videos and other media content • Further IT skills an advantage • Creative skills such as music or art • General DIY skills

SKILLS & KNOWLEDGE

- Ability to work unsupervised and on own initiative, managing time well
- Excellent organisational and administrative skills
- Able to work as part of a team
- Excellent communication skills (online, oral and written)
- Understanding of safeguarding and child protection procedures
- Intermediate computer skills including use of Word, Excel, PowerPoint and social media

- Experience of leading new initiatives
- Experience working in a community centre/project
- Experience managing staff or volunteers

PERSONAL/ CHARACTER

- Committed to Jesus being at the centre of all we say and do
- Desire to know and follow Jesus and to help others to follow him too
- Understanding of, and willingness to join and participate fully in the life of our Christian Church & Community
- Christian knowledge and understanding
- Passion for serving the community - inside and outside Ignite
- Committed to being Jesus 'hands and feet in the world' through action
- Exhibits radical welcome and acceptance of all
- Views role as serving rather than leading
- Friendly and approachable

PERSONAL/ CHARACTER

- Self starter / motivated
- Patient and persevering
- Imaginative thinking, willing to try new things, adaptable
- Excellent interpersonal skills – emotional intelligence and empathy
- Self-awareness
- Mature handling of conflict and difference
- Ability to live comfortably with tension of differences of opinions.
Committed to fostering dialogue between divergent perspectives.
- Demonstrated ability to adapt to significant change in plans & direction
- Demonstrated commitment to team-working and collaboration
- Skilled at delegation and supporting others to complete activities

Methodist Church in Ireland Statement of Faith

I Believe...

The Methodist Church as part of the worldwide church shares those core beliefs passed down from the time of the Apostles. Those beliefs are founded on the Bible and are summed up in the creeds, which are regularly used in Christian services of all denominations. The word “creed” comes from the Latin “credo” meaning “I believe.” The two better-known creeds are the 4th century Nicene Creed and this, the simpler Apostles’ Creed:

I believe in God, the Father almighty, Creator of heaven and earth.

I believe in Jesus Christ, his only Son, our Lord.

He was conceived by the power of the Holy Spirit and born of the Virgin Mary.

He suffered under Pontius Pilate, was crucified, died, and was buried.

He descended to the dead.

On the third day he rose again. He ascended into heaven, and is seated at the right hand of the Father.

He will come again to judge the living and the dead.

I believe in the Holy Spirit,

the holy catholic Church,

the communion of saints,

the forgiveness of sins,

the resurrection of the body,

and the life everlasting.

Methodist Church in Ireland Code of Conduct

Background

The Methodist Church in Ireland (MCI) is committed to its staff; to their development, and to supporting them fulfil their role as valued staff members within the organisation. It has a duty of care towards each staff member and is committed to acting with compassion, grace and pastoral concern at all times. Members of staff are encouraged to make every reasonable effort and intention to meet the standards of personal conduct within a work and social context as set out in this code of conduct.

Scope

This document is used at the recruitment and selection stage for all new staff whose roles have been identified as carrying an occupational requirement that the person appointed must be a Christian. It will be a condition of the offer of employment that the person appointed commits to this Code of Conduct.

This Code of Conduct also forms the basis of an understanding of behaviour and expectation of one another for all those existing staff working in MCI whose roles require to be undertaken by Christians.

All staff who are required to commit to the Code of Conduct will be required to reaffirm their commitment to this Code of Conduct as part of the annual appraisal process.

Applicants whose positions have been identified as carrying with them the occupational requirement that the post-holder must be a committed Christian, will also be asked to assent to our Statement of Faith (See Appendix 1). Staff in these roles will also be required to reaffirm their commitment to the Statement of Faith, as part of their annual appraisal.

Policy

In accordance with the beliefs and values of MCI, the following are examples of behaviours we would expect to find in all our staff whose roles have been identified as having the occupational requirement that the post holder is a committed Christian.

- Commitment to regular personal bible study and prayer
- Striving to grow in the fruit of the Spirit (love, joy, peace, patience, kindness, goodness, gentleness, faithfulness and self-control)
- Repentance of sin
- Willingness to give account of a living faith in Jesus Christ within settings and context appropriate to day-to-day responsibilities
- Regular commitment and participation in the life of a local church
- Abstaining from all activities, involvements, relationships and associations which would be at odds with profession of Christian faith
- Compliance with policies and procedures to safeguard the welfare of all children, young people and vulnerable adults with whom we work

Should a situation develop, where a staff member is suspected of an act or omission contrary to their commitment to this Code of Conduct, the Methodist Church in Ireland is committed to act in all situations with compassion, grace and pastoral concern, and make decisions based on these.

Such issues may be as the result of incapacity or an error of judgement rather than lifestyle choices or a pre-determined behavioural choice, and we will respond in a way that encourages restoration.

MCI also recognises that the Bible outlines specific behaviours as fundamental to Christian living and as such affirms traditional biblical views regarding relationships, marriage and re-marriage (as permitted in situations outlined in scripture), sexuality (namely that sexual intimacy is only to be expressed within marriage between a man and a woman), the sanctity of life (that God makes each one of us male and female according to his will and that life is sacred from conception to natural death) and Christian conduct.

Where a post has been identified as requiring that the post holder is a committed Christian, MCI would expect the post holder to act in accordance with these biblical views.

In situations where the code of conduct may have been contravened, MCI will sensitively respond within a context of grace and compassion, and in accordance with its disciplinary procedure, as time is taken to investigate and consider the circumstance of the situation.

This will mean the following will be factors that will be considered

- The severity of the perceived misconduct.
- Whether the incident is 'one off' or part of repeated behaviour or lifestyle.
- Any mitigating circumstances
- The position of trust of the employee within MCI
- Christian maturity and understanding
- The treatment of similar instances of misconduct by other employees - if applicable
- The employee's length of service
- The extent of any 'live' disciplinary warnings
- Evidence of regret.

The following is a non-exhaustive list of matters which are considered gross misconduct, and which may result in the dismissal of an employee. This list should be taken as additional to the list of gross misconduct offences outlined in the disciplinary procedure contained in the Staff Handbook: -

- Renouncing commitment / agreement with any part of the Statement of Faith and / or Code of Conduct
- Deliberate viewing or circulation of pornographic material or other offensive materials
- Repeated drunkenness or being under the influence of illegal drugs inside or outside of work
- Involvement in the occult
- Promotion of aims or beliefs that are contrary to the mission or beliefs of MCI as laid out in the Statement of Faith and Code of Conduct

- Membership of a group who oppose the MCI Statement of Faith or expresses views which are contrary to the Statement of Faith and Code of Conduct.
- Other activities outside formal working hours including those which render an employee either unsuitable for the type of work they do or which leads to a breach of trust between employer and employee or where the employee damages the reputation of MCI or where it affects the performance of an employee in their particular role

It is understood that while every member of staff is vulnerable to behaviour which contravenes the code of conduct, our desire as an organisation is to inspire, encourage and build one another up in order to honour, obey and glorify God in our work. This code of conduct seeks to facilitate this aim.

