

**POSITION DESCRIPTION**  
**NATIONAL CONSULTANT**  
**CHRISTIAN UNITY, DOCTRINE AND WORSHIP**

<b>LOCATION:</b>	Negotiable
<b>APPOINTED BY:</b>	The Assembly Standing Committee
<b>RESPONSIBLE TO:</b>	The Associate General Secretary
<b>HOURS OF WORK:</b>	Full Time
<b>HAS REPORTING TO HIM/HER:</b>	Nil
<b>MEETINGS ATTENDED:</b>	Working Groups for Christian Unity, Doctrine and Worship Uniting Faith and Discipleship Team Meetings Assembly Standing Committee National Director's Meetings UCA appointment to the Executive of the NCCA Assembly Office staff meetings as appropriate.

**BASIC PURPOSE:**

To provide leadership and vision to the Church in the areas of Christian unity, worship, doctrine and ecclesiology within the mandate of Uniting Faith and Discipleship.

Theological reflection and critique of the work of the Assembly.

Initiate, recommend and implement policies and programs with reference to the working protocols of the Christian Unity Working Group, the Working Group on Doctrine and the Worship Working Group within the mandate of Uniting Faith and Discipleship.

Facilitate and support the Working Groups in carrying out their mandate.

**MAJOR RESPONSIBILITIES:**

1. Consistent with the traditions of the Uniting Church as expressed in the Basis of Union
  - a) offer theological leadership to the Assembly and the Church more generally in the areas of Christian Unity and ecumenism, doctrine and worship; and
  - b) show initiative in identifying and addressing emerging theological issues and approaches.
  
2. Co-ordinate and resource the functions of the Working Groups on Christian Unity, Doctrine and Worship.
  
3. Bring specialist theological, ecumenical and ecclesial knowledge to Uniting Faith and Discipleship mindful of the cultural and linguistic diversity of the Church.
  
4. To be mutually accountable within the staff team in fulfilling the mission and mandate of Uniting Faith and Discipleship.

5. Act as Secretary for the CUWG including the implementation of decisions and the reporting back on action taken.
6. In consultation with the Working Groups develop and bring recommendations about policies for presentation to the Assembly or its Standing Committee.
7. Provide the President, General Secretary and Assembly agencies and other bodies with assistance in the areas of theology, ecclesiology and ecumenical relations.
8. As directed by the Working Groups prepare resources and facilitate their distribution throughout the Church.
9. Represent the UCA, including on the Executive of the National Council of Churches and meetings for Ecumenical Officers of churches within the World Council of Churches.
10. Establish and maintain relationships with key participants in UCA dialogues, and appropriate persons within other denominations.
11. Liaise with the General Secretary in relation to ecumenical matters and the Christian Unity Working Group.

**KEY RELATIONSHIPS:**

1. The Chairpersons of the Working Groups, the Assembly General Secretary and the Associate General Secretary
2. The President, Synod ecumenical committees, UCA Co - Chairs of bi-lateral dialogues and UCA National Directors;
3. A major point of interaction between the ecumenical bodies in which the UCA participates, viz., the World Council of Churches, the World Methodist Council, the World Communion of Reformed Churches, the Christian Conference of Asia, the National Council of Churches in Australia, United/Uniting Churches and the Global Christian Forum.

**TERM OF APPOINTMENT:**

Initial term of five years, after which the appointee may, after review, be reappointed for terms of up to five years at a time.

*Approved by the Assembly Standing Committee, July 2013.*