



Friends International Apprentice Staff Worker Job Description

Overall Job Purpose:

To contribute to the fulfillment of Friends International (FI) mission:
To work with the church to communicate the good news of Jesus to international students in both word and deed and in whole life cross-cultural discipleship.

The Apprentice Staff Worker role is a two-year programme of guided training and participation in international student ministry. Working as part of a local Friends International team they help to develop the ministry in partnership with local churches, other Christian student groups and Chaplaincies. Personal work amongst international students is an essential part of this ministry as we seek to model our work to others. This role includes being mentored by an experienced FI staff worker and engaging with training and study. It also requires a commitment to personal support-raising. Across the two years, training is put into practice and experience is built upon. The aim is that the Apprentice develops, taking increasing responsibility within the ministry, so that they are equipped to take a full FI staff role, or similar cross-cultural ministry role.

The role requires each Apprentice staff member to be a practising Christian in line with our ethos and statement of faith, and this is an occupational requirement of the post.

Background:

The presence of over 1 million international students each year, many from restricted access countries, is currently one of the most strategic opportunities for reaching the nations for Christ in the UK and Ireland. Friends International (FI) is committed to mobilise and partner with local churches to seize this opportunity whilst it is there. The potential benefits to the worldwide church are vast as students return home as Christ's ambassadors. Our vision is *to see international students transformed by the good news of Jesus so that they fully engage with the mission of the church in the world.*

Context:

Each Apprentice works as a full member of the team in a Friends International Centre (a University town or City). Key to the Apprentice scheme is regular mentoring and supervision from an experienced FI staff worker. Together with the Apprentice Co-ordinator, they create a personalised work and study plan, which is regularly reviewed. This takes into consideration prior experience and training, and seeks to provide a programme of ministry involvement and personal development suited to them and their context. Regular and specific reflection on their ministry experience is an important part of the apprenticeship. This feeds into regular supervision, which ensures roles and responsibilities are clear, personal development objectives are set and any problems or difficulties are addressed. There will be a probationary period of 6

months after which a probationary review will be done by their Staff mentor/supervisor, and reviewed by the Apprentice Coordinator and the relevant Regional Development Director.

Main responsibilities:

The Apprentice staff worker will engage with the Centre-wide ministry as part of the local FI team. Within that they will have specific and appropriate leadership responsibility for some aspect of the work.

1. Personal work with international students:

- Providing appropriate programmes of practical care, hospitality and cultural exchange for international students;
- Creating opportunities to teach and model the good news about Jesus;
- Providing appropriate discipleship opportunities for Christian International Students, with special focus on those who have become Christians in the UK to help them prepare for return to their home culture;
- Making effective links through FI networks to offer support for returning students as they seek to find fellowship in their home culture.

2. Mobilising, training and liaising with others:

- Building relationships with local Churches and individual Christians, sharing the vision and biblical basis for international student ministry, motivating and providing opportunities for them to become involved;
- Building and equipping teams of volunteers, helping them to be effective in all aspects of international student ministry, by personal example, appropriate training and other resourcing;
- Building relationships of support with local Christian student groups to envision and equip them to reach out to international students in their institution;
- Liaising and cooperating with other bodies, Christian and secular, who have a brief to work with international students;
- Building a team of partners who will support the ministry of Friends International locally and nationally, through prayer and finance.

3. Training, study and learning from others

This period of apprenticeship is an investment, so personal development is a particular priority. This will include:

- Participation in New Staff Induction, national conferences and staff training in January and May, and local team and Cluster (teams in a wider area) days.
- A regular programme of personal study and training, determined in collaboration with the mentor/supervisor and Apprentice Co-ordinator. This would amount to approx. 1 day per week. It may include local in-person, online or residential training offered by a partner organisation. Depending on availability, suitability and finances, it might include a certificated course.
- Learning from staff and teams in other FI centres, through visits, and participation in mission weeks and summer outreach teams.

4. Contributing to Friends International's national ministry:

All staff are members of the Friends International family with all the privileges and responsibilities that entails. It is an individual staff worker's responsibility to make themselves available:

- To attend staff conferences and team days;
- To work with others to develop resources for use by all staff and volunteers;
- To join a working group where invited to participate; and
- To assist with training events in other locations, as requested.

5. Personal Partnership Development

As with all FI field staff, Apprentice Staff Workers are expected to raise 100% of their budget by developing personal support. This includes their salary, employment costs (NI, pension, etc), expenses and training and conference costs. Friends International provides training and works with staff to help them build a team of personal partners who will commit to praying and giving financial support. Apprentice Staff Workers must allocate appropriate time and effort to this personal partnership development

In order for Apprentice staff to work full-time and fully benefit from the programme, FI aims (subject to funding availability) to provide a limited amount of 'seed-funding' to subsidise their budget.

Person Specification/ Qualities and skills required:

Personal qualities:

Because of the vision of Friends International all our staff should have a real love for those of cultures different from their own and quickly become known as a friend of international students. As visible leaders in the Christian community we are looking for those who will exhibit the following characteristics:

- A clear love for God and for people, with a desire to glorify God in all they do;
- An agreement to Friends International's statement of faith and a commitment to having their beliefs and behaviour continually shaped by the Word of God;
- A dependence on the Holy Spirit to guide and equip them;
- An attitude of humble service to others, both Christian and non-Christian;
- A desire for their own spiritual growth and development in ministry skills, to learn through study and from others.
- A passion for cross-cultural mission and international student work.
- A commitment to the life of their local church;
- Flexibility on secondary doctrinal and cultural issues;
- A trust in God to provide for all their material needs, with a willingness and commitment to seriously and actively engage with personal partnership development.

Education:

- Educated to degree level or its equivalent.
- A good basic theological framework

Skills and experience:

- Ability and experience of relating well to those from other cultures and developing cross-cultural friendships;
- Ability and experience of working as part of a team and taking some leadership responsibilities
- Good interpersonal skills, with an ability to relate positively and sensitively to a wide range of people.
- Ability and experience of leading cross-cultural group Bible study, explaining the gospel of Christ clearly and sufficiently, and preparing and giving short talks / presentations
- Self-motivated and able to organise their time in an unstructured environment.
- Able to communicate well, both verbally and in writing, in English;

6. Accountability and support relationships:

- **Accountable to:**
Staff worker Mentor/Supervisor
 - **Responsible for:**
Volunteers in any teams you lead.
 - **Primary Working Relationships:**
Staff worker Mentor/Supervisor, Apprentice Co-ordinator, Centre Team Leader, other members of staff in the local team, volunteers, Branch members (the Branch is the local church volunteer committee) and relating to those in the church you are a member of.
 - **Support within Friends International:**
As well as relating to your mentor/supervisor, the Apprentice Programme Co-ordinator, the Centre Team Leader and other local staff, you will also be part of a Cluster including staff from other neighbouring cities and led by a Cluster Leader under the oversight of a Regional Development Director.
 - **Support outside Friends International:**
The Apprentice staff worker will be a committed member of a local church and seek pastoral support there.
 - **Location:**
Home working with travel within the area and occasionally further afield.
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