



The Church of Scotland

The Presbytery of Forth Valley and Clydesdale

Appointment of Presbytery Change and Transition Facilitator

Context of Role

The Presbytery of Forth Valley and Clydesdale offers an exciting opportunity to join our Presbytery team.

We are looking for a Presbytery Change and Transition Facilitator to work with congregations and groups of congregations to promote effective and creative mission through participation in the implementation of the Presbytery Mission Plan and ensure collaborative working.

The successful candidate will have significant knowledge of Church of Scotland structures (particularly at congregational and presbytery levels) and experience of local congregational life. Along with theological awareness and the ability to work across a wide-ranging theological base and to enable and empower people in the exercising of their ministries in Parishes and Presbyteries.

The candidate must be a committed Christian with an active Church connection (Genuine Occupational Requirement in terms of the Equality Act 2010).

As a Presbytery, we are forward-thinking in response to the changing nature of the operations of our national Church.

We value the wellbeing of all our staff, encouraging a healthy work/life balance as well as creating an ethos of values-based team working and a culture of respect and loving kindness towards everyone whom we serve.

Job Description

Title of the Post: **Presbytery Change and Transition Facilitator**

Responsible to: **Presbytery Clerk**

Date: **January 2026**

Hours: **37.5**

Main Purpose of the Post:

To support Presbytery in enabling congregations to maintain a missional focus while moving towards the Implementation of the Presbytery Mission plan and/or obtaining permission to call.

The role will be divided as follows:

- 22.5h within a designated congregation, carrying out the tasks of ministry, enabling constructive discussion within the congregation and cluster representatives to move forward to link, unite or obtain permission to call a minister, and supporting the development of a mission audit or plan.
- 15h working alongside the Presbytery Team in specified congregations, dependant upon their current situation, to
 - facilitate cluster negotiations that enables a planned union or linkage to take place and a clear missional direction for their future.
 - work with a newly united charge to develop their action plan to support securing permission to call.

Main Duties:

- Work with congregations to guide them through the process of moving towards adjustment and to permission to call, enabling positive missional outcomes in relation to the Presbytery Mission Plan in so far as possible given local constraints.
- Support congregations in developing a mission audit and plan.
- Develop missional capacity in the congregation in relation to mission planning
- Support congregations in determining which buildings best support their missional aims, as required.
- Lead Sunday worship and provide some pastoral care in the designated congregation.
- Engage with Interim Moderator, Kirk Session and Presbytery Committees.
- Meet regularly with the Presbytery team to engage in review and forward planning.

Key Relationships and Interfaces:

The post-holder will

- meet regularly with the Interim Moderator of their designated congregation to ensure good communication and transparency.
- work in collaboration with those carrying out pastoral care, ensuring they are encouraged and enabled.
- work with the Kirk Session to develop capacity in creating a strategic and realistic mission plan.
- engage regularly with the Kirk Session, Presbytery Committees and Presbytery Clerk
- be line managed and supported in their role by the Presbytery Clerk.

Role Objectives:

| Priority | Objective | Evidence |
|--|---|--|
| Compelling leadership in challenging contexts | Provide effective situational leadership as the congregations begin work on implementing their Presbytery Mission Plan. | Areas of potential conflict are identified and mitigated Congregations are sensitively supported through the implementation of painful changes. Basis of adjustment agreed |
| Negotiation | Working with cluster representatives across a cluster to finalise bases of Adjustment. This may include supporting them to determine the most appropriate building for mission and for worship. | Agreement reached and entered into the basis of Adjustment. |
| Missional focus | Working closely with office bearers, support and encourage the congregation(s) to develop their missional focus and culture. | Mission audit and plan completed. |
| Building Resilience | Strengthen capacity and confidence within the congregation. | Evidence of a growing missional focus in the local community. |
| Identifying and building capacity | Identify potential, skills and experience within the congregation and incorporate these into their mission planning. | The mission plan is appropriate to the skills and capacity of the congregation |
| Getting ready to call | Support the Interim Moderator and Kirk Session in creating a parish profile. | Production of a parish profile Increased sense of purpose in the Kirk Session. |
| Effective relationships | Develop strong relationships with the congregation through preaching, pastoral engagement and networking. | The congregation feels supported. There is consistency and a developing sense of the congregations pulling together |

Person Specification

It is an essential requirement of this role that the post-holder is a committed Christian with a live Church connection, which is a Genuine Occupational Requirement in terms of the Equality Act 2010. The successful candidate will have:

- Knowledge of Church of Scotland structures (particularly at congregational and presbytery levels) and experience of local congregational life
- Theological awareness and the ability to work across a wide-ranging theological base and to enable and empower people in the exercising of their ministries in Parishes and Presbyteries
- Experience in developing, planning, delivering and evaluating training
- Understanding of presbytery mission planning and the ability to work through this with others
- Awareness of different models of conflict and change management and ability to work with others on these issues
- Ability to understand and deal effectively with complex and ambiguous issues
- Proven ability to use influencing and negotiation skills in sensitive and complex contexts
- Familiarity with the Acts of the General Assembly relating to Readjustment, Vacancy Procedure and Presbytery Mission Planning and the procedures associated with them
- Ability to communicate effectively with others using highly developed interpersonal skills
- Openness to and able to evidence different ways of working and trying new initiatives using creative solutions and enable others to do so
- Positive and enthusiastic with ability to enthuse and encourage others through challenging situations
- Ability to work unsupervised with readiness to use own initiative
- Ability to work collaboratively, contributing effectively to team working, taking the lead and enabling as appropriate
- Qualified to degree level, or similar, or accredited training in theology or related discipline
- On-going commitment to continuing professional development including willingness to work towards qualifications and accredited training

It is also desirable, however not essential that the successful candidate will have

- Experience of working with differing group dynamics and ability to adapt approach

Applications will be assessed in respect of the above criteria.

Terms and Conditions:

- The full time (37.5 hours per week) salary for the post is £36,859 - £40,150 per annum.
- With the normal working pattern being Monday to Friday. The nature of the work calls for a degree of flexibility, thus hours of work, which are as agreed with the line manager, may vary with some evening work and occasional weekend.
- The post will be based at the Presbytery Office, Rex House, 103 Bothwell Road, Hamilton, ML3 0DW. Some hybrid working, where appropriate, and with prior agreement, is also available.
- There are 29 days annual leave in each full holiday year that runs from 1 January to 31 December. This provision increases to 34 days after 5 years' service. There are also 6 statutory holidays.
- A pension scheme is available, full details of which will be given to the successful candidate.
- Membership of Disclosure Scotland PVG Scheme will be required.
- It is essential you have the right to work in the UK before applying to work with us. You will be asked to provide proof of your eligibility to work and remain in the UK if you are invited to attend for an interview.
- In order to comply with the Asylum and Immigration Act 1996, the successful applicant will be asked to provide document(s) confirming their eligibility to work in the United Kingdom.

How to Apply

Applications should be sent by email to **recruitment@churchofscotland.org.uk** and must be received by 12 noon on the closing date.

Applications should comprise:

- A personal statement, outlining how your skills, experiences and personal qualities match the requirements of the role outlined in the job description. Please provide reference contact details for your last two periods of employment (this would normally be your direct line manager/supervisor). If you have had more than two employers in the last three years, please provide referee contact details for that period. References will not be contacted until later in the process.
- A full CV, including educational and professional qualifications alongside a full employment history showing positions held, responsibilities and relevant achievements.

Applications without a CV and personal statement will not be taken forward in the process. Each document should be a maximum of two sides of A4.

Informal enquiries: can be made to Fiona Crawford, Presbytery Clerk by email **FCrawford@churchofscotland.org.uk**

Closing Date: 12noon on Monday, 16th February 2026