ST PAUL'S LUTHERAN CHURCH
CABOOLTURE & BRIBIE ISLAND

An invitation to connect

COMMUNITY OUTREACH & ENGAGEMENT COORDINATOR

Dear prospective applicant,

Thank you for your interest in the Community Outreach & Engagement Coordinator role at St Paul's Lutheran Church Caboolture.

At the heart of this position is a simple hope: to help people of all ages find a place to belong, grow in faith, connect with others and share the love of Christ in our community. The coordinator will help strengthen relationships across our church, St Paul's Lutheran Primary School, St Paul's Aged Care, Grace Lutheran College, Intercept Youth Services and the wider Caboolture community. The role may also involve supporting children, young people and families, encouraging volunteers, and helping create welcoming events and opportunities for service.

You will notice that the position description covers a broad range of possibilities. That is intentional. We do not expect one person to take on every area at once. Together with the pastor and the Church Council, the successful applicant will identify priorities and develop the role progressively, in ways that make good use of their particular gifts, experience and passions.

St Paul's mission is: Belonging to Christ; we grow, connect, and thrive; to serve others. We hope this role will help bring those words to life through genuine relationships, thoughtful partnerships and a warm welcome to people who may be connecting with us for the first time.

Please feel free to ask any questions you may have about the position, our church community or how the role could develop. We would welcome the opportunity to talk with you.

Warm Regards,
Lois Kube
Chairperson, St Paul's Lutheran Church

Community Outreach & Engagement Coordinator

St Paul's Lutheran Church Caboolture and Bribie Island

Employment Type: FTE 0.4 - 0.6 (15 - 20hours per week).

Reports To: Pastor and Church Council

Position Purpose:

The Community Outreach & Engagement Coordinator exists to strengthen connections between the ministries of St Paul's Lutheran Church Caboolture and the wider community, creating pathways for people of all ages to belong, grow in faith, connect with others, and thrive in Christ.

This role provides leadership and coordination for one or more ministry areas. Developing meaningful relationships with the wider community through partnerships with the church, school, aged care community, Grace Lutheran College, Intercept Youth Services, and other already established ministries within the parish.

Through hospitality, relationship-building, faith formation, and community engagement, this role seeks to help people encounter the love of Christ and become active participants in the life and mission of St Paul's.

Potential Areas of Responsibility (Implemented Progressively)

The following responsibilities represent the intended long-term scope of the position. They are not expected to be implemented simultaneously but will be introduced progressively as priorities are identified, ministry capacity grows, and the role develops.

Community Outreach & Engagement

- Develop and implement strategies that build connections between St Paul's ministries and the wider Caboolture community.
- Foster relationships with local schools, community groups, service organisations, and ministry partners.
- Create welcoming pathways for new families, visitors, and community members to engage with church life.
- Coordinate outreach initiatives, community events, family programs, and mission opportunities.
- Encourage volunteer involvement in outreach and community engagement activities.
- Promote a culture of hospitality, invitation, and belonging throughout the parish.

Communication & Administration

- Assist with communication and promotion of ministry opportunities and events.
- Maintain appropriate records, reports, and ministry plans.• Participate in parish staff meetings, planning processes, and ministry reviews.
- Ensure ministry activities comply with safeguarding and child-safety requirements.

Examples of areas that may be included in the role over time:

Volunteer Leadership & Development

- Recruit, train, encourage, and support ministry volunteers.
- Foster a culture where members are equipped and empowered to use their gifts in service.
- Assist ministry teams in planning and delivering effective programs and events.
- Encourage leadership development among young people and emerging leaders.

Children, Youth & Family Ministry

- Provide leadership and oversight for ministry to children, youth, young adults and families.
- Coordinate programs, events, and faith formation opportunities for children, youth and young adults (18-35).
- Support and equip volunteers involved in children's, youth, young adults and family ministry.
- Develop opportunities for intergenerational connection and discipleship.
- Assist families in nurturing faith at home and connecting with the life of the church.
- Work collaboratively with St Paul's Lutheran Primary School, Grace Lutheran College chaplains, and other ministry partners to support young people in their faith journey.

School & Ministry Partnerships
- Strengthen relationships between St Paul's Lutheran Church, St Paul's Lutheran Primary School, Grace Lutheran College, St Paul's Aged Care, Intercept Youth Services, and other parish ministries.
- Identify opportunities for collaborative ministry, shared events, and community engagement.
- Support transition pathways between school, youth, family, and congregational ministries.
- Assist in developing mission opportunities that engage multiple generations and ministry contexts.

Alignment with Our Mission and Five Guiding Principles

The Community Outreach & Engagement Officer will actively support the mission of St Paul's:

Belonging to Christ/ Cultivating a Welcoming, Inclusive Community
Creating welcoming environments where people encounter Jesus and find their place within God's family. Builds bridges between generations and encourages mutual learning and belonging.

We Grow/ Fostering Faith Sharing and Spiritual Growth.
Supporting spiritual growth and discipleship for children, youth, families, and the wider community. Supports discipleship, faith conversations, and spiritual development for all ages.

We Connect/ Engaging in Intergenerational Connections
Building meaningful relationships across generations, ministries, and the broader community. Creates spaces where people feel valued, welcomed, and connected.

We Thrive/ Balancing Tradition with Adaptability
Helping individuals and families flourish in faith, community, and service. Respecting the Lutheran heritage of St Paul's while exploring innovative and relevant ministry opportunities.

To Serve Others/ Building Bridges with the Broader Community
Encouraging a life of mission, compassion, hospitality, and service in Christ's name.Develops partnerships and opportunities that connect church life with the wider community.

Desired Qualities and Experience

The successful applicant will demonstrate:
- A committed and active Christian faith.
- A passion for sharing the love of Christ with children, youth, families, and the wider community.
- Strong relationship-building and communication skills.
- Experience in ministry, education, community development, youth work, family support, aged care or a related field.
- The ability to work collaboratively with staff, volunteers, and ministry partners.
- Initiative, creativity, and organisational skills.
- A commitment to safeguarding and child-safe practices.
- Hold or willing to obtain a WCC (Blue Card)
- An understanding of, or willingness to work within, the mission and ministry of the Lutheran Church of Australia.

Vision for the Role
This role exists to help St Paul's become an increasingly connected, welcoming, and mission-focused community where people of all ages can belong to Christ, grow in faith, connect across generations, thrive in community, and serve others in His name.

Applications to be sent to employment@stpaulscaboolture.org.au by the 6th of November 2026.

For any further information please don’t hesitate to call Pastor James Leach on 0473 461 506 or at james.leach@lca.org.au