

Reach Australia Digital Manager

Introduction:

We are looking to find a new member of our team who can help us in managing and growing the work of Reach Australia Digital. We long to see new churches started and healthy established churches & leaders across our nation.

This role involves supporting churches and ministries in their communications & digital endeavours to have people walk into church for the first time. If you have a heart for ministry, are skilled in graphic design, website development, and communications, plus thrive in a fast-paced environment, this may be the perfect opportunity for you. This is a full-time role with the Reach Australia team.

Loading:

This is a full time role.

Location:

We are a national Australia Network, with some remote work location opportunities. Our head office is located in the Sydney CBD, and this role has a preference for applicants who are able to be physically present in the Sydney office 2-3 times per week.

Job Description

1. POSITION DETAILS		
Position Title:	Manager: Reach Australia Digital	Review Date:
Reports to:	Mobilise Director	October 2024

2. POSITION CONTEXT

<p>Organisational Overview</p>	<p>Reach Australia’s vision is to change Australian Christianity through a vibrant network that develops Christian leaders, supports church planters, and produces a new generation who can carry the work on. We want to see healthy, evangelistic, multiplying churches across Australia.</p> <p>This vision is carried out primarily through two purposes:</p> <ul style="list-style-type: none"> - PLANT (-2 to 5 years church planting): As a church planting network to see 300 new churches launched by 2030. Its vision is to see hundreds of new churches evangelised into existence across Australia. - GROW (5+ years revitalisation): Reach Australia provides consulting, coaching, and development cohorts to see transformative change in both church leaders and their teams. The goal is to see 750 church leaders and their teams developed by 2030. Its vision is to see a ‘thriving network of theologically driven, evangelistically urgent, spiritually vibrant, and practically skilled church leaders and their teams.’ 	
<p>Values</p>	<p>theologically deep</p>	<p>spiritually vibrant</p>
	<p>evangelistically urgent</p>	<p>practically skilled</p>
	<p>outwardly fruitful</p>	<p>pastorally wise</p>
<p>Position Purpose</p>	<p>Reach Australia Digital is an arm of Reach Australia – an Australian Christian network dedicated to seeing thousands of healthy & growing churches all across Australia. We want to equip local churches to become self-sustainable in their use of digital to impact their local mission.</p> <p>The Manager of Reach Australia Digital plays an important role in advancing the mission of Reach Australia Digital by providing strategic guidance, support, and leadership to local churches in enhancing their digital presence. We equip churches to use digital media to impact their local mission.</p> <p>The primary purpose of this position is to empower and equip local churches to harness the full potential of technology, including websites, databases, branding, and more, in order to effectively reach and impact their local communities with the Gospel message.</p>	

<p>Special conditions</p>	<ul style="list-style-type: none"> ● Some out of hours work is essential ● Flexible working arrangements is necessary for meetings, functions, events etc ● Current driver's licence is essential ● You will be required to enter into an annual performance agreement for the achievement of outcomes ● A personal Christian faith and willingness to work within a Christian organisation ● Only candidates with the right to work in Australia may apply for this position.
<p>3. PRIMARY OUTCOMES AND ACCOUNTABILITIES</p>	
<p>Key Responsibilities</p>	<p>Revenue & Business Development: Achieve key revenue targets in 2025 by identifying and pursuing new business opportunities, preparing proposals, and maintaining a strong pipeline of projects.</p> <p>Team Leadership & Project Management: Lead a team of contractors, managing website creation, branding, and database development. Ensure all projects are delivered on time, within budget, and meet high standards of quality.</p> <p>Graphic & Website Design Expertise: Bring strong experience in graphic design and website development. Lead the creative process from concept to completion, ensuring exceptional design quality. Oversee website development, user experience, and aesthetics, working closely with clients to meet their needs.</p> <p>Branding & Design Leadership: Drive the branding and logo development process for church and ministry teams. Ensure the agency produces high-quality, creative solutions, leading the team to deliver excellence in design and development.</p> <p>Client Relationships & Satisfaction: Build strong relationships with clients, providing ongoing support and ensuring satisfaction. Proactively identify future project opportunities, track feedback, and encourage client referrals.</p>
<p>Organisation Contribution</p>	<ul style="list-style-type: none"> ● Ensuring a safe working environment at all times by maintaining effective work practices, adopting procedures

	<p>and practices which comply with the OH&S Act and taking reasonable care to protect your own health and the health and safety of others.</p> <ul style="list-style-type: none"> ● Complying with the organisation's commitment and implementation of employment practices and policies that ensure compliance with the Children's Protection Act 1993 and other relevant legislation. ● Participating in the organisation's strategic planning processes. ● Ensure confidentiality within the organisation by demonstrating an understanding of confidentiality and information security policies and procedures.
4. POSITION PROFILE	
Who You Are & Experience:	<ul style="list-style-type: none"> ● A mature Christian faith and active involvement in a Christian church ● Excellent interpersonal and communication skills ● Excellent written & oral skills ● Experienced in graphic and website design, with hands-on website development skills. ● A leader who can guide creative and development teams to consistently produce high-quality work. ● Skilled in managing digital projects, business development, and client relationships. ● Ability to work on multiple projects at same time ● Ability to set goals and prioritise work tasks ● Ability to work in fast paced environment ● Creative problem solving skills ● Ability to work effectively in a team environment and achieve agreed objectives ● Ability to use initiative ● Ability to analyse information in a systematic fashion ● Ability to maintain confidentiality
Conditions	<p>Office hours are 9.00am to 5.00pm, although flexibility will be important in the role. A time-in-lieu system operates to compensate for out-of-hours work.</p>