

# Synod of NSW and the ACT

## General Competencies Training Matrix

### LEADERSHIP COMPETENCIES

These competencies may be applicable to Pastors whose role includes any of the duties described in Regulation 2.14.2. The assumption is that the Pastor has attained the Core Competencies, as defined by the Ministerial Education Commission, in particular the Unit of Competency – “Work within the Code of Ethics and Ministry Practice of the Uniting Church,” which includes:

- A. Articulate and practice key elements of the UCA understanding of gifts, ministry and service
- B. seek to care for all people regardless of age, gender, ethnicity, or other personal characteristics
- C. encourage and respect the giftedness and ministry of other people and be willing to learn from them
- D. work effectively in a team setting with appropriate accountability and responsibility
- E. engage others in respectful dialogue and decision-making and respect the decisions of the councils of the church

#### Units of Competency

1. Provide ministry leadership and guidance within a congregation, faith community or agency
2. Provide ministry leadership of a group
3. Mentor others
4. Foster new faith communities
5. Evaluate effectiveness in ministry

PLEASE NOTE:  
 - Most elements in this competency are able to be covered by the Leadership Institute and the Uniting College option.  
 - Foundations of Transitional Ministry (FTM) and Intentional Interim Ministry (IIM) Training (through the School of Continuing Education) may also cover a number of these units of competency. Please check with the School of Continuing Education for more information.

Competency	Element(s)	Provider & Course	Contact Details	Notes
<b>Unit of Competency - Provide ministry leadership and guidance within a congregation, faith community or agency</b>	<b>1. Facilitate shared vision and forward planning</b> Performance criteria a. lead processes to foster shared vision for serving Christ's mission in a particular context b. explain key elements of strategic	<b>Leadership Institute:</b> - "Making a Difference Leadership Intensive"  <b>Uniting College:</b> - CHCOR6610A "Manage Change in a Community Sector Organisation"		

	<p>planning processes</p> <p>c. demonstrate characteristics of effective leadership in a context of change</p> <p>d. communicate goals and plans effectively to leaders, members and staff</p>	<p>- CHCOR611A "Lead &amp; Develop others in a community sector workplace"</p> <p><b>Allan Walker College (AWC):</b></p> <p>- "Church Leadership in the 21<sup>st</sup> Century</p> <p><b>CSU/UTC:</b></p> <p>- THL422 Principles of Church Management</p>		
	<p><b>2. Facilitate group life and decision-making</b></p> <p>Performance criteria</p> <p>a. explain the four levels of decision making as outlined in the UCA Manual for Meetings</p> <p>b. chair or conduct a meeting according to procedures in the UCA Manual for Meetings (or appropriate agency requirements)</p> <p>c. provide spiritual guidance and encouragement for group meetings</p>	<p><b>ELM:</b></p> <p>- Living Values (Polity sessions)</p> <p><b>Uniting College:</b></p> <p>- Develop Healthy Groups</p> <p>- BSBADM502B "Manage Meetings"</p> <p><b>IFP:</b></p> <p>- Certificate IV in relationship Education: "Leadership training", "Effective Group Leadership"</p>		
	<p><b>3. Manage conflict and work collaboratively</b></p> <p>Performance criteria</p> <p>a. describe common causes of conflict and conflict behaviours, taking account of social contexts</p> <p>b. manage communication so that issues are identified, clarified and confirmed appropriately</p> <p>c. identify resolutions options including negotiation and mediation, and refers where necessary</p> <p>d. involve parties in a conflict in taking ownership and seeking solutions</p>	<p><b>Leadership Institute:</b></p> <p>- "Making a Difference Leadership Intensive"</p> <p><b>Uniting College:</b></p> <p>- PSPGOV411A "Deal with Conflict"</p> <p><b>AWC:</b></p> <p>- Mediation and Conflict: Transformation for Ministry Agents</p> <p><b>Various other Conflict Resolution &amp; Alternative Dispute Resolution providers</b></p>		

	<p><b>4. Use appropriate leadership styles</b></p> <p>Performance criteria</p> <ol style="list-style-type: none"> <li>describe a range of approaches to ministry leadership</li> <li>explain one's own preferred and primary leadership style</li> <li>lead at least three different facilitation processes suitable for different contexts</li> <li>adjust leadership style and method according to cultural factors</li> </ol>	<p><b>Leadership Institute:</b></p> <ul style="list-style-type: none"> <li>"Making a Difference Leadership Intensive"</li> </ul> <p><b>CSU/UTC:</b></p> <ul style="list-style-type: none"> <li>-THL422 "Principles of Church Management"</li> </ul> <p><b>Uniting College:</b></p> <ul style="list-style-type: none"> <li>-CHCOR611A "Lead &amp; Develop others in a community sector workplace"</li> </ul>		
<p><b>Unit of Competency - Provide ministry leadership of a group</b></p>	<p><b>1. Communicate effectively with group members</b></p> <p>Performance criteria</p> <ol style="list-style-type: none"> <li>communicate clearly by verbal, non-verbal and written means, as is culturally appropriate</li> <li>articulate and encourage group's agreed purposes, direction, plans and expectations</li> <li>establish a 'safe' environment for participation and growth</li> <li>receive feedback from group members and revise plans accordingly</li> </ol>	<p><b>Uniting College:</b></p> <ul style="list-style-type: none"> <li>-CHCOR611A "Lead &amp; Develop others in a Community sector workplace"</li> </ul> <p><b>Leadership Institute:</b></p> <ul style="list-style-type: none"> <li>- "Making a Difference Leadership Intensive"</li> </ul> <p><b>UnitingCare:</b></p> <ul style="list-style-type: none"> <li>-HLTHIR403B "Work effectively with culturally diverse clients and coworkers"</li> <li>-HLTHIR403B "Work effectively with culturally diverse clients and coworkers"</li> </ul> <p><b>PCI:</b></p> <ul style="list-style-type: none"> <li>-CHCCOM3C "Utilise specialist communication skills to build strong relationships"</li> </ul>		
	<p><b>2. Provide leadership of programs and activities</b></p> <p>Performance criteria</p> <ol style="list-style-type: none"> <li>understand organisational requirements regarding duty of care, use of property and resources, and reporting</li> <li>lead or guide program planning</li> <li>delegate and involve others in</li> </ol>	<p><b>Uniting College:</b></p> <ul style="list-style-type: none"> <li>-CHCICS405A "Facilitate groups for individual outcomes"</li> <li>-CHCGROUP403D "Plan &amp; Conduct group activities"</li> <li>-CHCGROUP410B "Deliver Structured Programs"</li> </ul> <p><b>Leadership Institute:</b></p>		

	<p>program leadership according to their maturity and gifts</p> <p>d. conduct evaluation, summarise learnings and implement improvements</p>	<p>- "Making a Difference Leadership Intensive"</p>		
	<p><b>3. Facilitate group growth</b></p> <p>Performance criteria</p> <p>a. assist the group to establish and adhere to agreed norms and rules</p> <p>b. manage group dynamics / behaviour</p> <p>c. demonstrate processes for fostering participative decision-making, collaborative learning, and mutual accountability</p> <p>d. encourage, enthuse and inspire others in an appropriate manner</p>	<p><b>Uniting College:</b></p> <ul style="list-style-type: none"> <li>- CHCICS405A "Facilitate Groups for individual outcomes"</li> </ul> <p><b>Leadership Institute:</b></p> <ul style="list-style-type: none"> <li>- "Making a Difference Leadership Intensive"</li> </ul> <p><b>UnitingCare:</b></p> <ul style="list-style-type: none"> <li>- HLTHIR403B "Work effectively with culturally diverse clients and coworkers"</li> <li>- CHCCOM403A "Use targeted communication skills to build Relationships"</li> </ul> <p><b>PCI:</b></p> <ul style="list-style-type: none"> <li>- CHCCOM3C "Utilise specialist communication skills to build strong relationships"</li> </ul>		
<p><b>Unit of Competency - Mentor others</b></p>	<p>Performance criteria</p> <p>a. understand the nature and stages of mentoring</p> <p>b. able to establish a mentoring relationship through building trust and rapport</p> <p>c. assist the mentoree to clarify expectations, develop goals and means of progress</p> <p>d. share appropriate knowledge, experience and skills with the mentoree</p> <p>e. monitor the mentoring relationship and manage transition and closure</p>	<p><b>Uniting College:</b></p> <ul style="list-style-type: none"> <li>- CHCCORG627B "Provide mentoring Support to Colleagues"</li> </ul> <p><b>Leadership Institute:</b></p> <ul style="list-style-type: none"> <li>- "Making a Difference Leadership Intensive"</li> </ul>		

<p><b>Unit of competency – Foster new faith communities</b></p>	<p>Performance criteria  a. provide oversight to the discipling of new Christians  b. identify and equip potential leaders within the new faith community  c. work with the community to establish culturally-appropriate patterns for Christian community life  d. identify resource needs and assist the community to find ways to address these  e. maintain good communication links with supervisor/s and sponsoring bodies  f. engage in ongoing theological reflection on the relationship between 'gospel and culture' in the new faith community</p>	<p><b>Leadership Institute:</b>  - "Making a Difference Leadership Intensive"</p>		
<p><b>Unit of Competency - Evaluate effectiveness in ministry</b></p>	<p>Performance criteria  a. articulate a theology of ministry appropriate to the particular role of the Pastor  b. identify suitable criteria for evaluating one's ministry effectiveness in a particular context  c. identify the strengths and weaknesses in one's current approach to ministry  d. seek and receive feedback from other team members and supervisor/s  e. in consultation with supervisor/s, devise and implement strategies to improve one's ministry effectiveness</p>	<p><b>Uniting College:</b>  - CHCORG428A "Reflect on &amp; improve upon professional practice"</p> <p><b>Leadership Institute:</b>  - "Making a Difference Leadership Intensive"</p>		