



THREE CROSSES INCORPORATED

Employment Contract – Tom Richards

Title: Teacher Elder ministering Out of Bounds

Reports to: Three Crosses Church Session, Australian Presbyterian World Mission, WPC National Assembly through the National Mission Committee and WPCWA through the WPCWA Mission Committee.

[A] Role Summary

Work with Talua Theological Training Institute in Vanuatu (Talua) remotely from Perth as a Curriculum Developer and lecturer in Systematic Theology, and create Christian resources for Vanuatu.

[A.1] Talua Theological Training Institute, Vanuatu

Talua is Vanuatu's largest provider of theological education and the only Bible college that offers a degree. It is the official training provider for the Presbyterian Church of Vanuatu, Churches of Christ Vanuatu, and the French Protestant Church (*Église Réformée de France*), and attracts students from other denominations, including the Church of Melanesia (Anglican). Talua has four campuses, offering seven courses from certificate 1 to degree level, and it is still expanding.

In 2014 the Government of Vanuatu established the Vanuatu Qualifications Authority (VQA) as the regulator of all Post School Education and Training. Since then, the VQA has set high standards for provider registration and course accreditation, such that Talua must write new policies and redesign and accredit all its courses. Additionally, within its seven-year life, the VQA has changed its policies resulting in complete re-writes of Talua's policies. This work is arduous and beyond Talua's operational capacity.

Accreditation of all courses began in 2018, and a re-write of all policies started in 2020.

[A.2] Christian Resources for Vanuatu

Vanuatu is a Pacific Island nation with a population of 318,000, 82% of which are Christian. It is the world's most linguistically dense country with approximately 110 languages. One language, Bislama, unites the nation and is spoken by over 90% of people, making it Vanuatu's most prominent and fastest-growing first language. However, despite the prevalence of Bislama, there are only around two dozen Christian resources written in it, and no new resources have been created and widely distributed in the past ten years. Some





people working with SIL Vanuatu and other interested parties are attempting to establish a Christian publishing house called Kokonas Publishing to address this situation. Kokonas Publishing has not yet been incorporated and has no publication projects.

Vanuatu has more registered mobile phone numbers than people, and over half the adult population uses social media, which has fast become the marketplace of ideas and religious discussion. Additionally, file sharing is rife, allowing information to pass quickly from device to device. Most content is prosperity teaching or faith-healing, and there is also an influence from Islam and false forms of Christianity. Trutok Media was established in 2018 to create electronic Christian resources aimed at disseminating expository preaching, whole-Bible resources (biblical theology), and resources for theology and Christian living (systematic and pastoral theology).

[B] Key Responsibilities

Talua Theological Training Institute

- Facilitate the development and accreditation of a Certificate I in Ministry, Certificate II in Ministry, Certificate III in Ministry, Certificate IV in Foundations of Theological Education, Advanced Diploma in Theology, and a Bachelor of Theology. This will include consultation with partners; leading a Curriculum Development Steering Committee; registering an intention to accredit; writing course outlines, subject outline, and accreditation documents; organising or conducting benchmarking; organising independent validation of courses; and reporting on the development process.
- Investigate and advise Talua on the accreditation of the women's program and short courses.
- Assist Talua to develop academic policies. This will include revising the Assessment and Moderation Policy, writing the Course development Policy, and advising the Talua Dean of Studies on the Course Delivery, Learner Support, Research, and Continuous Improvement policies.
- Train staff in the implementation of new courses and academic policies. This will include staff at all Talua campuses.
- Lecture in Systematic Theology in the Bachelor of Theology and other courses as negotiated with the Talua Dean of Studies.
- At times, these responsibilities will require travelling to Vanuatu.





Christian Resources for Vanuatu

- Lead Trutok Media as Editor in Chief, overseeing the content and strategic direction of the ministry.
- Lead newly appointed volunteer editors, Robert Samuel and William Popoina, ensuring that they grow personally and produce sound content for Trutok Media.
- Produce electronic resources distributed through Trutok Media.
- Increase online engagement with Trutok Media.
- Develop partnerships for funding Trutok Media.
- Investigate constituting Trutok Media as a charitable association within Vanuatu and setting it up as a full-time ministry.
- Collaborate with people who want to establish Kokonas Publishing.

[D] General Responsibilities

- Develop partnerships with individuals, congregations, and mission agencies to raise prayer and financial support.
- Attend Three Crosses Sunday services when not doing partnership development or ministry elsewhere, and serve within Three Crosses as an active member. This may include occasional preaching, leading services, Bible studies, etc.
- Maintain an active prayer life and reflect on God's word daily.
- Engage in professional development and seek mutual encouragement with other Christian ministers.

[E] Knowledge, Skills and Abilities

- Have a sound knowledge of Christian theology and an ability to exegete the Scriptures.
- Have relevant tertiary qualifications in theology and education.
- Have experience in pastoral ministry and theological education in Vanuatu.
- Have an in-depth understanding of the Post School Education and Training sector in Vanuatu and the policies of the Vanuatu Qualifications Authority.
- Understand how to engage an audience in video, audio, and written texts, and the ability to plan, record, edit, and produce audio and video projects.
- Create and manage web pages.





- Have an in-depth understanding of the Ni-Vanuatu worldview and culture.
- Have a proven track record in project management and leadership and be competent in basic bookkeeping.
- Meet all requirements of the WPC Safe Church Standard.

[F] Key Performance Indicators

Talua Theological Training Institute

- Gaining accreditation for six courses – an average of two courses a year. Milestones will be completing course accreditation documents, subject outlines, application forms, benchmarking reports, validation reports, and course development reports.
- Producing written policies complete with tools. This will include completing the Assessment and Moderation Policy in 2022 and the Course Development Policy in 2023 (or earlier if necessary).
- Staff training delivered.
- Lecturing completed. Milestones will be lecture notes written, component outlines written, delivery planning meetings attended, lectures delivered, assessments graded, moderation complete, final grades submitted.

Christian Resources for Vanuatu

- Growth in engagement with Trutok Media (i.e. hits on Facebook – webpage hits and downloads cannot be tracked at this time).
- Resources produced.

[G] Remuneration

Salary: An annual salary of \$74,465, up to half of which may be received as a non-cash benefit. This salary is calculated based on the rate for a member of Wycliffe Bible Translators Australia living in Australia (2020-21) minus the WBTA levy, plus or minus the change in the national Wage Price Index. This salary will be reviewed annually, adjusted according to the Wage Price Index at the end of a financial year, and reviewed if WBTA change their salary structure.

Superannuation: Paid on the aforementioned salary at ten per cent (10 %) or the superannuation guarantee charge rate, whichever is higher.

Hours of work: A average working week of 38 hours. These hours can be completed flexibly. Talua begins





at 7:00 am, which is 4:00 am Perth time, leading to irregular hours, and times of travel may will require additional hours, after which, time for recuperation can be taken in lieu.

Time can be allocated to projects as the employee sees fit. It is anticipated that the work of curriculum development will be more intense in the first two years and will take priority over producing Christian resources.

Leave:

- Four (4) weeks paid *normal leave* per year of continuous service. Any unused normal leave will accrue;
- Australian public holidays;
- Ten (10) days paid *personal or carer's leave* per year of continuous service. Any unused personal leave will accrue. Further *personal leave* beyond any accrued balance may be granted at the discretion of the Session;
- Sixty-one (61) days paid *long service leave* every ten (10) years of continuous service;
- Thirty (30) days paid long service leave every five (5) years after the initial ten (10) years of continuous service;
- After twelve (12) months continuous service, twelve (12) months unpaid *parental leave*.
- Any and all other rights and entitlements stipulated in the National Employment Standards.

Conditions: No loading shall apply to these leave entitlements.

Dale McMillan

Session Clerk, Three Crosses Incorporated

Date: 13 February 2022

Thomas Richards

Date: 7 February 2022

