APPLICATION INFORMATION

CHURCH PLANTER - MORNINGTON

Applications

To apply for the role of Church Planter – Mornington, please provide your resume, and cover letter to employment@citylife.church. Applications close 10 November 2026.

Interviews may commence prior to the closing date, and an appointment may be made prior to the closing date if a suitable applicant is found.

Position Description

A detailed position description is attached.

Employment Information

Salary

The salary may be discussed at the interview.

Commencement Date

It is anticipated this role will commence as soon as possible.

Please note that we are only able to accept applications from those who have Australian citizenship or a current visa with full working rights for Australia.

Acknowledgement

All applications received will be acknowledged by email. Interviews will be made by appointment.

Further Enquiries

All enquiries should be directed to Justine Fung via email employment@citylife.church or via reception on 9871 8300 during business hours.

Privacy Statement

The information that you provide on this application form will be used by CityLife Church management to assist in our assessment of your suitability or otherwise for the position being filled. This information will be kept in strict confidence and used only by those who are involved in the employment process.

For further information regarding our use of information or for a copy of the complete CityLife Church privacy policy please visit our website at http://www.citylifechurch.com/privacy.aspx or request a copy of our privacy policy from Reception during business hours.

Position Description

Position Title:	**Church Planter - Mornington (12-month Fixed Term Contract)**
Accountable to:	Lead Pastor - Casey
Works closely with:	Casey staff, Central Services Team, Network Pastors and Ministry Champions.
Starting Period:	August/September 2026
Probation Period:	6 months
Full Time Equivalent:	0.4 FTE
Budget Control:	Yes
Staff Reporting to:	None

Role Purpose:
This is a fixed-term role with the intention to transition to ongoing permanent full-time employment following the successful establishment of the Mornington congregation.

The role provides spiritual and organisational leadership for a new CityLife Church congregation in Mornington, part of CityLife's multi-site expression of one church in many locations. Working under the supervision of the Lead Pastor for Casey and in alignment with the vision of the Senior Pastor, this position is responsible for pioneering, establishing, and leading the Mornington congregation as an extension of CityLife Church Casey, with a focus on healthy growth and long-term sustainability.

The purpose of the role is to cultivate a healthy, multiplying, disciple-making church that actively reaches the Mornington Peninsula and surrounding communities with the Gospel. This includes identifying, developing, and empowering leaders to establish new Life Groups, building and mobilising effective ministry teams, and implementing the systems and structures required to enable healthy, sustainable ministry growth.

This role requires entrepreneurial spiritual leadership to gather and shepherd people, foster a strong culture of discipleship, provide pastoral care, and ensure effective connection and follow-up of those engaging with the church. It also carries responsibility for overseeing the launch and ongoing development of the congregation in alignment with CityLife Church's vision, culture, and values.

In partnership with the CityLife Church staff team, this role contributes to the broader mission of CityLife Church which is to raise up fervent followers of Jesus Christ who will reach out and impact communities, cities, and nations for the Kingdom of God.

Role Responsibilities:

Pioneer Leadership & Strategic Direction

a) Working closely with the multisite leadership team representative (Lead Pastor - Casey), set the direction, goals and strategic plan for the Mornington congregation, ensuring alignment with CityLife Church's vision, values, strategic priorities and agreed milestones.
b) Lead the establishment of the Mornington congregation by developing, implementing and regularly reviewing the strategic church planting plan.
c) Provide day-to-day leadership to the Mornington leadership team, ministries and congregation in pursuit of the vision and goals for the Mornington congregation.
d) Provide entrepreneurial, adaptive and resilient leadership, demonstrating initiative, flexibility and sound judgement while navigating the changing demands of establishing a new congregation and responding to emerging opportunities within the Mornington community.
e) Ensure alignment with CityLife Church's Campus Constants in the establishing and ongoing outworking of the Mornington congregation and ministries.
f) Willingly undertake operational, pastoral and practical responsibilities required to establish the congregation, recognising that church planting requires flexibility and a willingness to serve wherever needed.

Leadership Development & Team Building

a) Prayerfully build, inspire and develop a committed team that embraces the vision of CityLife Church by fostering a culture of ownership, unity, prayer and mission.
b) Recruit, train, empower, coach and pastor volunteer leaders and ministry teams, creating a culture where people discover their gifts, serve effectively, develop as disciple-makers and strengthen the long-term health of the congregation.
c) Identify, mentor and develop emerging leaders, creating intentional pathways for leadership growth, ministry responsibility and future multiplication across all areas of church life.
d) Raise and develop ministry leaders, apprentice leaders and future staff, creating a healthy leadership pipeline that supports the ongoing growth and multiplication of the Mornington congregation.
e) Provide oversight, direction and development across all ministries.
f) Model the lifestyle, habits, character and spiritual rhythms of a Christian leader.

Discipleship & Congregational Health

a) Grow and shepherd a thriving congregation through intentional evangelism, discipleship, pastoral care and community-building, creating an environment where people experience belonging, spiritual growth and active participation in God's mission.
b) Raise, equip, coach and support Life Group Leaders and Co-Leaders, establishing and multiplying healthy mid-week discipleship gatherings that foster spiritual growth, pastoral care, authentic relationships, evangelism and healthy leadership multiplication.
c) Promote Life Group participation regularly within the congregation.
d) Develop and maintain effective systems for engaging and assimilating new people and new believers in a timely manner by actively following up enquiries and expressions of interest, ensuring every person is welcomed, connected and provided with clear next steps into the life of the church.
e) Establish and model the spiritual culture and DNA of CityLife's values, leadership standards and ministry philosophy as ministries, teams, systems and structures are developed.
f) Champion a culture of evangelism and invitation by equipping and mobilising the congregation to intentionally build meaningful relationships, share their faith and reach the Mornington Peninsula with the hope of Jesus.

Weekend Services & Ministry Development

a) Lead the planning, coordination, delivery and ongoing evaluation of monthly weekend services, ensuring they are engaging, well organised, mission-focused, aligned with CityLife's ministry standards, build momentum, engage the local community and ensure the successful establishment of regular weekly weekend services.
b) Ensure weekend services align with relevant planned series, major events, themed weekends, etc.
c) Vision-cast and lead the congregation to grow weekend service attendance and progressively establish ministries that support the growth and health of the congregation.
d) Coordinate and oversee Water Baptisms, Alpha, New Persons morning teas, Partnerships and Baby Dedications.
e) Coordinate Life Tracks courses, actively pursue congregation participation and facilitate Life Tracks courses as required.
f) Establish and Provide Oversight for Kids Ministry, ensuring a safe, welcoming and effective ministry for children and young families whilst developing additional generational ministries as the congregation grows.
g) Conduct weddings and funerals, as required.
h) Develop, equip and apprentice others within the Mornington congregation to ensure an adequate and diverse pool of competent speakers, hosts and service pastors for all weekend services, while remaining actively involved in preaching, hosting and service pastor responsibilities as required.

Community Engagement & Mission

a) Continue to develop, assess and strengthen community impact partnerships with local community organisations, engaging volunteer leaders and team members to support community impact initiatives, as relevant.
b) Develop local partnerships and other key relevant stakeholders that strengthen CityLife's presence, witness and impact across the Mornington Peninsula.
c) Manage and ensure weekly posts to Mornington social media pages to provide additional avenues for community engagement.
d) Oversee accuracy of Mornington webpage.

Operations, Administration & Stewardship

a) Establish healthy operational, administrative and ministry rhythms that ensure the congregation operates with integrity, accountability, good stewardship and alignment with CityLife Church's policies, systems and leadership expectations.
b) Take responsibility for the forward planning and coordination of the congregation's ministry calendar, including venue bookings, key events, ministry scheduling, volunteer planning and operational readiness to support the successful establishment and ongoing growth of the congregation.
c) Maintain strong delivery discipline by setting, communicating, and adhering to agreed timelines, ensuring key initiatives, reporting, and ministry activities are completed in a timely and reliable manner.
d) Oversee timely, clear, regular and effective communication with the volunteer teams, congregation and wider community through appropriate communication channels, ensuring people are informed, engaged and connected with the vision, activities and opportunities of the Mornington congregation.
e) Maintain and ensure accurate Life Group and database records across ministries (i.e. Life Group reports, New People assimilation, partnership additions or deletions, tracking people movement and exit interviews, as appropriate).
f) Assist in volunteer onboarding and leadership compliance processes.
g) Collaborate with relevant Ministry Champions for areas of responsibility.
h) Develop a strategic plan to address annual goals and deliver agreed ministry outcomes in key areas.

i) Build financial sustainability by encouraging biblical generosity, exercising wise stewardship of resources and operating within approved budgets.
j) Oversee site risk, OH&S, and safeguarding compliance, including incident reporting, safety processes, WWCC, police checks, and mandatory training, ensuring safe environments and ongoing compliance across all ministries.
k) Ensure effective operational readiness of systems, data, and facilities, including accurate record keeping, secure information management, and safe, well-prepared environments for ministry activities and events.

SKILLS & EXPERIENCE

Qualifications:

- Certificate IV or higher in Ministry/Theology (Degree in Ministry/Theology preferred)
- Police Check - Mandatory before commencement
- Working with Children Check (Employee) - Mandatory before commencement
- CityLife training in child protection and family violence - mandatory on commencement.

Key Requirements/Attributes

Character

a) Models CityLife Church's **Leadership Standards.**
b) Acts consistently in accordance with the **CityLife Church's Values** and challenges practices inconsistent with these values.
c) Demonstrates a life submitted to Christ through lifestyle choices, words and practice, i.e. Displaying fruits of the spirit, Integrity, Teachability, Humility, Spiritual vitality, Self-awareness, Self-leadership, Servant-leadership,
d) Communicates any grievances through the appropriate channels of line reporting, always seeking to unify the church.
e) When talking about others, always uses speech that is encouraging, truthful, and gracious, avoiding gossip, slander, or harmful communication etc.

Demonstrated Knowledge

a) Sound understanding of Biblical knowledge and Christian doctrine
b) Embrace and Understanding of CityLife Church's history, CityLife Church's Values and Pentecostal practice and is able to interpret this within the multi-site congregational context.

Demonstrated Skills, Competence and Knowledge

a) Self-starter and Motivated in achieving outcomes within a timely manner.
b) Strong leadership, management and communication/teaching skills.
c) Strategy, planning and budget management
d) Effective Staff supervision capabilities
e) Demonstrated confidence and maturity in spiritual gifts and ministry leadership.
f) Excellent verbal and written communication - including public speaking, weekend message construction, congregational emails and report writing/presentation.
g) Gathering, recruiting and developing/motivating leaders and staff
h) Life Group coaching and pastoral care - giving and receiving feedback, prayer and commitment to growth and healing
i) ITC - competence in Microsoft Office Suite, My CityLife database, Canva, video meetings and social media platforms i.e. Instagram and Facebook.

Qualifications, Experience & Licenses

a) Proven years of experiences and fruitfulness in ministry and leadership.
b) Theological or pastoral qualification(s)
c) Employee Working with Children Check Card - mandatory
d) Satisfactory police check within 5 years – mandatory
e) CityLife child protection and family violence training Level 2 – mandatory

Key Role Indicators – as per Church Goals, Annual Site Outcomes and Site Milestones

Child Safety Commitment

CityLife Church is committed to the safety, protection and wellbeing of all children and young people across all our congregations and worksites. CityLife Church has implemented a range of child safety measures including a Child Protection Policy and Code of Conduct. We advise applicants that CityLife's standards of rigorous screening and ongoing supervision/accountability reflect this commitment. Our staff and volunteers are required to have a current Working with Children Check and undergo Police Checks where applicable. A copy of CityLife's Child Protection Policy and Code of Conduct are available on request.

VALUES

Our mission and vision flow out of our values. Values define what we believe is important, shaping our decisions, behaviours, and culture. Shared core values are the foundation of unity and provide the framework upon which all ministry and activity is built.

The Apostle Paul encourages us to be "like-minded, having the same love, being one in spirit and of one mind" (Philippians 2:2). In response, we are committed to cultivating and pursuing biblical Kingdom values that reflect the heart and character of Christ.

As church staff, we are called to model these values in the way we lead, serve, and relate to others, intentionally creating a culture where they are lived out and imparted to our congregation.

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1. ***We are a Jesus-Centred Church.*** We centre our lives on Jesus - His gospel story shapes who we are, how we live, and what we do.
2. ***We are a Spirit-Filled Church.*** We are empowered by the Spirit of God - His presence transforms us, His gifts enable us and His Word guides us.
3. ***We are a Welcoming Church.*** We are one church in many places - every generation, culture and person is welcomed, valued and invited to contribute.
4. ***We are a Life-Sharing Church.*** We build loving, authentic and life-giving relationships together in community.
5. ***We are a Disciple-Making Church.*** We grow into the likeness of Christ - applying God's Word and following His ways as disciples who make disciples.
6. ***We are a Hope-Bringing Church.*** We share the hope we have in Jesus with compassion and care – putting love into action.
7. ***We are a Multiplying Church***. We are on mission - sending disciples, and multiplying ministries and congregations to expand His Kingdom near and far.