THE CHURCH OF SCOTLAND

JOB DESCRIPTION

Title of Post:	Transition Minister – South East Edinburgh Church of Scotland (SEECOS), Presbytery of Edinburgh and West Lothian (This is a Ministries Council Appointment)
Responsible to:	Ministries Development Manager – Faith Action Programme Leadership Team Staff
Term of appointment:	Five Years fixed term – whilst a 5 year fixed term is preferred, a shorter fixed term contract may be considered and would be agreed upon before a contract is issued.
Date:	November 2026
Main Purpose of post:	To lead the Kirk Session, Ministry Team and Congregation in:

- Discerning, articulating and consolidating new ways of working for an effective Team Ministry
- Reviewing, revising and implementing robust governance practices

SEECOS brings together four different worshipping communities across the South East of Edinburgh which comes with its opportunities and challenges. The post holder will provide ministerial leadership to bring these communities together and provide effective and robust governance across the parish. This bringing together requires evaluating past practices and histories, discerning and visioning new opportunities and ways of working and providing effective leadership to journey with the Congregation throughout this transition.

Initially, the Transition Minister with the Partnership Support Group (PSG) will bring stabilising, pastoral leadership while driving a focused programme of change that strengthens trust, governance, communication and shared direction across the worshipping communities. This will include agreeing clear priorities and measurable objectives with local leadership and the PSG, establishing a workable pattern of ministry across the SEECOS sites, supporting and developing office-bearers and volunteers, and helping the congregation move from uncertainty to clarity—particularly around mission, decision-making and the practical steps required to deliver a sustainable future.

Longer term, the Transition Minister will consolidate the early laid foundations and lead SEECOS into a more stable, sustainable and outward-looking pattern of church life. This will include embedding healthier governance and communication as normal practice, deepening unity across the worshipping communities while acknowledging local distinctiveness and developing leaders so that responsibility is shared and durable. The role will continue to drive agreed mission priorities with measurable progress, strengthen volunteer culture and participation, and ensure that key strategic decisions—particularly those affecting buildings, resourcing, and long-term ministry provision—are taken in a timely way and translated into action. Alongside ongoing pastoral care and worship leadership, the ministry team(s) and the Transition Minister will work with the PSG and local leadership to review progress annually,

adjust objectives as needed, and, by the later years of the term, shape and deliver a clear "next step" plan for SEECOS moving forward.

CONTEXT FOR THE ROLE:

The four churches that united to form SEECOS have been working together for over twenty years, forming the South East Edinburgh Parish Grouping, as well as linking with local churches from other denominations for ministry and outreach opportunities, including Christmas and Easter services, Messy in the Park in various parks/public spaces throughout the now united parish and lunchtime outreach with a local high school.

When the Presbytery Mission plan was approved, the parish grouping worked closely together to develop a vision for team ministry to support continued presence across the communities represented by the former parishes that now form SEECOS.

On 31st March 2024 these congregations were united to form SEECOS, a single congregation with 4 worshipping communities spread across the parish area. It was agreed that this would operate as a team ministry, involving Ministers of Full Time Word and Sacrament, OLMs, Deacons and Ministry Development Staff. The Transition Minister will be introduced as the moderator of the charge and will provide leadership and guidance to establish the other ministries in the team ministry, with the support of the congregation, the Kirk Session, Presbytery and Faith Action, as appropriate and when required.

There are a number of opportunities and challenges in bringing together congregations of different sizes, with different demographics, and mostly established leadership roles. Strong and compassionate leadership is now required to help discern and vison a collaborative focus and develop ways of working together to enable the smooth running and governance of SEECOS. However, there is commitment and enthusiasm for this new model of ministry and all it can offer SEECOS beyond this Transition Ministry.

MAIN DUTIES

- Through worship, prayer and praise, to lead, motivate, build and inspire the parish to develop a shared, Christ-centred vision for future mission as 'one Church in many places'.
- To strengthen unity and trust across the worshipping communities, helping SEECOS embed its values, develop effective communication, and navigate relationships with pastoral sensitivity.
- To lead and manage a process of change across governance, structures and decision-making: clarifying responsibilities, improving how the Kirk Session and local teams operate, and ensuring good polity and practice.
- To develop a new way of working for mission and discipleship across the parish (including children, young people and families), enabling experimentation with new forms of worship and community engagement where appropriate.
- Working with the ministry team to ensure stability and continuity.
- Participate and engage with the national Interim and Transition Ministry team and Line Manager by producing quarterly reports on progress and participating in line management supervision and quarterly CPD events.

OUTCOMES

Priority	Objective	Evidence
Congregation	Lead the parish, through worship, prayer and praise, to discern and commit to a shared, Christ-centred vision for mission	A vision statement with agreed priorities affirmed by the Kirk Session and communicated clearly to the

	and ministry across the worshipping communities.	congregation across all four worshipping communities. Evidence the vision is embedded in worship and congregational life (e.g., sermon themes, prayers, seasonal focuses, and a consistent "story" being told across sites). Participation levels in vision-discernment events – e.g. listening sessions, workshops, surveys.
	Strengthen unity and trust across the worshipping communities by embedding values in how people communicate, make decisions, and handle relationships pastorally.	Improved communication rhythm (e.g., consistent weekly/fortnightly updates, clear lines for questions), measured by reduced confusion/repeated queries and improved feedback. Evidence of cross-community connection (joint services/events, shared small groups, combined teams, shared mission activity). Clear, role descriptions and decision rights (who decides what; what is local vs parish-wide; what requires Session approval).
	Lead a structured change process across governance, structures and decision-making so responsibilities are clear, the Kirk Session and local teams operate well, and good polity and practice are consistently followed.	Meeting discipline: agendas in advance, minutes and action logs produced promptly, actions tracked to completion, and fewer "same issue again" repeats. This will not be the role of the Transition Minister, but they will be part of drafting these procedures and navigating change as required. A functioning structure for local teams with named conveners, terms of reference, and reporting lines to Session.
	Develop and begin implementing in consultation and collaboration with the Kirk Session and Congregation a Transition Ministry strategy for mission and discipleship across the parish, including children, young people and families, and space to experiment with new forms of worship and engagement.	A Transition Ministry strategy with: priorities, milestones, owners, resourcing assumptions, and what will stop/scale down to make it achievable, ensuring that all age groups and demographics are considered. Evidence of experimentation: e.g. new worshipping expressions, community gatherings, discipleship pathways, each with success criteria and an agreed review point.

Community	Strengthen the church's visible, credible presence in the local community, expressed as "one Church in many places" with consistent values and multiple points of connection. Engage creatively with established community groups and develop partnerships that reflect local need and the church's capacity. Encourage service that is rooted in prayer and worship and expresses the love of Christ in the community, building trust and connection.	A mapped picture of existing community connections and gaps, with a simple community engagement plan for each worshipping community. Regular stories and feedback gathered from community participants and partners (short quotes, surveys, informal evaluation). A small number of intentional partnerships: named partners, agreed shared purpose, and a planned rhythm of contact. Joint events/projects delivered with partners, with basic evaluation (what happened, what impact, what we learned). Partner feedback indicating the relationship is reliable and beneficial. Volunteer involvement levels and sustainability Community feedback and observable outcomes (referrals, repeat attendance, stories of impact).
Presbytery	Ensure the transition work supports Presbytery priorities and the wider mission direction of the Church of Scotland, with clear communication and no surprises. Demonstrate a measurable improvement in governance and decision-making quality, reducing the need for crisis interventions.	An agreed set of role objectives and milestones created, developed and signed off by the Partnership Support Group (PSG). These will be devised and developed by a variety of methods, promoting engagement, reflection and realistic goal setting. Consistent practice of good polity (proper process, records, decisions communicated). Presbytery-facing confidence indicators: clarity of responsibilities, timely decisions, and reliable follow-through.
Interim and Transition Ministry Team	Actively participate in the national identity and ministries of the team, supporting team colleagues and representing the SEECOS Transition Ministry.	Producing and sharing amongst the team and Line Manager quarterly progress reports and sharing feedback on the reports of others in the team. Participating and engaging in: • 1:1 supervision sessions with the Line Manager. • Quarterly CPD events

		• Partnership Support Groups on team colleagues

Parish Profile

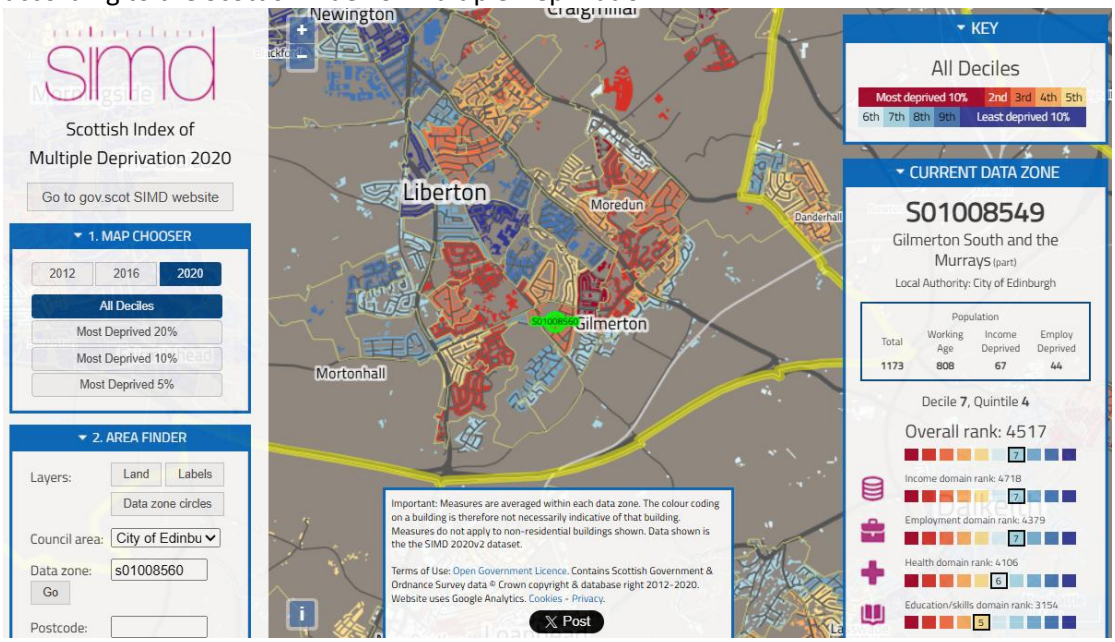
Ministers and Deacons in Civil Partnerships and Same Sex Marriages

The General Assembly in 2015 affirmed the historic and current doctrine and practice of the Church of Scotland in relation to human sexuality, and the application of such doctrine and practice to the ministers and deacons of the Church, whilst recognising that these are points on which there is liberty of opinion in accordance with Article Declaratory V contained within the Church of Scotland Act 1921. Act I of the 2015 General Assembly therefore permitted Kirk Sessions to depart from such doctrine and practice in order to permit the ordination, induction or appointment of a minister or deacon in a civil partnership or a same sex marriage.

The Kirk Session of the SEECOS congregations has considered this issue and has decided not to depart from the historic and current doctrine and practice of the Church in this area. Accordingly, candidates who are in a civil partnership or a same sex marriage are not eligible for appointment to this post.

Community profile

SEECOS is one of the largest parishes in Scotland (based on population), and serves a broad demographic, which ranges from among the most deprived to among the least deprived according to the Scottish Index of Multiple Deprivation.



The parish is still growing, with a swathe of new build houses going up along the boundary with the Edinburgh City Bypass, which includes a mix of private ownership and housing association homes.

There are currently five primary schools (with another due to be built in the next 3-5 years) and two high schools within the parish boundary.
There are also several care homes and sheltered housing complexes within the parish.

The outskirts of the parish are bordered by the Braid Hills, Cameron Toll shopping centre, the Royal Infirmary of Edinburgh and the Edinburgh City Bypass.

Ministry Team

As per the Presbytery plan, the ministry team comprises:

- Minister A FTMWS (initially the Transition Minister) - responsible for moderating the Kirk Session and providing strategic leadership to the team
- Minister B FTMWS
- OLM A
- OLM B
- MDS

There are also a small number of locally employed posts involved in the work of the team e.g. Pastoral care worker. The precise roles of each team member are continuing to evolve as team working strategies are developed. The Transition Minister with the Kirk Session are key to leading and supporting this development.

Worship

A range of worship styles are incorporated in Sunday services across the parish, with services being conducted at various times across five sites: - Liberton Kirk, Liberton Northfield, Tron Kirk (Moredun), The Hub (Gilmerton) and Gracemount Primary School. "Sunday clubs" and activities for children are also included at each worship site.

A SEECOS-wide gathering takes place on the last Sunday evening of each month. Each of our recognised communities takes a turn to lead or host this meeting.

Regular mid-week services take place across the parish, including services in several local care homes and sheltered housing complexes and special services for the very young, the bereaved and the housebound.

The diet of worship may be reviewed as the Transition Ministry evolves and develops.

Discipleship and Fellowship

SEECOS holds an annual conference providing both time to get to know people across different local worshipping communities as well as learning together from a guest speaker. The 2025 conference was attended by over 60 of our members and considered the theme of "Vision 40k! Bringing God's Kingdom to South East Edinburgh" - the theme reflecting the huge size of our parish.

Alpha courses are run periodically, across different days, times and sites to maximise accessibility. These alternate with other discipleship courses e.g. during 2025, a retired minister who is now a SEECOS member ran a 3 week course on "Mission in today's world".

Various local groups meet throughout the year, including weekly meetings for prayer, Bible study and fellowship.

Service and outreach

SEECOS runs a weekly Foodbank on the Tron Moredun premises. We also work with Liberton High School to deliver food packages to families that they are supporting. Donated household items, collected in the Liberton Kirk premises, are delivered by members to Fresh Start on a regular basis for their work in assisting people who have experienced homelessness to set up home. There is also a team of people from SEECOS who serve on the Bethany Care Van, preparing and serving hot food and drinks to people living on the streets in Edinburgh.

Toastie Tuesday, a joint initiative of SEECOS in partnership with Young Life International is hosted in the Liberton Northfield building during term time. This weekly event regularly serves lunch to an average of 250 pupils from Liberton High School (5 minutes walk from this church building). SEECOS also hosts a weekly "drop-in" to give the Liberton High School kids a safe place to relax with friends and to get to know local church volunteers and youth workers.

Summer holiday clubs for primary school children have been run in 2 of our SEECOS sites in recent years.

Lunches are also delivered over two weeks of the summer holiday for some of the more deprived areas in the parish.

In collaboration with Friends International, SEECOS runs “Conversation Corner” - a welcoming space for international students and other folks from overseas to practice their English conversation skills, learn about “how things work” in Edinburgh and make new friends.

The halls at the four church sites are used extensively by both church-based and community groups for a wide variety of activities ranging from youth clubs and uniformed organisations to a Senior Citizens Club, Parkinson’s Group and various sporting, fitness and art clubs.

The Kirkgate Cafe, run to serve the community, continues to be very popular.

Ecumenical links

A number of other congregations benefit from being able to hold weekly services of worship in our buildings: - Apostolic Faith Mission (Zimbabwean); Church of Pentecost (Ghanaian); Hebron Christian Assembly (South Indian); Life and Light Missions; and Living God Church (Filipino). Our regular contact with these other churches supports our ecumenical outlook.
SEECOS is also a member of 2 local ecumenical groupings:

- Big Idea
- SEECAT (South East Edinburgh Churches Acting Together)

Throughout the year, these groups work together to hold joint services and mission initiatives e.g. a Good Friday prayer walk from each church building to meet up at the Morrisons supermarket for an open-air service.

Person Specification: SEECOS Transition Minister

Skills, abilities and knowledge
Essential: Theologically grounded, with recognised strength in preaching and leading worship Committed to the life, work and witness of the Church of Scotland, and able to work confidently within its structures and culture Strong governance instincts: able to improve decision-making, role clarity, record-keeping, and follow-through without demoralising volunteers Experience of conflict transformation/mediation (or at least confident facilitation of difficult meetings where trust is strained) Ability to lead in a multi-site context: creating a workable rhythm of presence, delegation and communication so no community feels forgotten Comfort with measurable objectives and review: can set outcomes, track progress, and adjust course transparently Proven experience of planning and leading effective mission and outreach Demonstrated ability to initiate, lead and sustain congregational development A strong track record of planning and implementing change, including navigating resistance and bringing people with you Strategic and thoughtful: able to set priorities, create realistic plans, and communicate them clearly in speech and in writing Skilled at engaging creatively with existing community groups and partners, and strengthening relationships between church and community Experienced in managing multiple projects at once, keeping momentum, deadlines and accountability Strong leadership and interpersonal ability: able to build trust, collaborate well, and handle complexity calmly Able to motivate, support and encourage office-bearers, helping them lead confidently and sustainably Proven experience of working with volunteers to achieve agreed outcomes, with clarity, care and good boundaries
Personal Qualities
Essential: Committed Christian with a live Church connection which is a Genuine Occupational Requirement in terms of the Equality Act 2010 Effective team leader and team member Sensitivity and an empathetic nature Drive and enthusiasm, a positive attitude and resilience

Educational requirements
Essential: A minimum of 5 years' recent experience in full time, ordained Parish Minister ministry within the Church of Scotland with Registration of Ministry category 'O' status Post-graduate or further study / commitment to study in relevant discipline **Desirable:** Mediation and problem-solving skills Training in conflict resolution and management Training in managing change and transition On-going commitment to continuing professional development including willingness to work towards qualification and accredited training

Terms and Conditions – Transition Minister

- The salary for this post is £51,268 per annum, rising in line with any increase in the national stipend scale.

- Whilst the hours for the post are 37.5 hours per week the postholder will, however, be expected to work such hours as are required for the efficient and conscientious discharge of their duties and responsibilities and these will vary from week to week. The working pattern will include evening and weekend work, with Sunday worship as a core activity.

- In line with the principles of Transition Ministry, this post is fixed term for five years, unless renegotiated shorter, from date of appointment.

- You shall be entitled to six weeks annual leave per calendar year. You shall be entitled to six days off in lieu of Public Holidays if you work on those days. Seven Sundays' Pulpit Supply are payable, and an additional Sunday when the minister is a Commissioner to the General Assembly.

- You shall be entitled to Study Leave under the terms of the Ministers' Study Leave Scheme, in consultation with and agreement of with your line manager.

- Travel expenses by public transport or by use of own car (if appropriate) at rates agreed by the Employer are payable and reviewed annually.

- Membership of Disclosure Scotland PVG Scheme will be required.

- In order to comply with the Asylum and Immigration Act 1996, the successful applicant will be asked to provide document(s) confirming their eligibility to work in the United Kingdom.

- An employment medical check will be undertaken as part of our recruitment process.

- It is essential you have the right to work in the UK before applying to work for us. You will be asked to provide proof of your eligibility to work and remain in the UK if you are invited to attend for an interview.

For a confidential discussion regarding the role, please contact Daran Golby, dgolby@churchofscotland.org.uk ,Ministries Development Manager, to arrange a suitable and convenient time.

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How to Apply:

Closing Date:

Applications should be sent by email to recruitment@churchofscotland.org.uk and must be received by 12 noon on **Monday 14th December 2026.**

Applications should comprise:

- A personal statement, outlining how your skills, experiences and personal qualities match the requirements of the role outlined in the job description and person specification.

  Please provide reference contact details for your place of work. This would normally be your direct line manager/supervisor or for those coming from Parish Ministry, your Session Clerk or Presbytery Clerk. If you have had more than two places of work in the last three years, please provide referee contact details for that period.

  References will not be taken up prior to interview.
- A full CV, including educational and professional qualifications alongside a full employment history showing positions held, responsibilities and relevant achievements.
- A personal information form, to be downloaded and attached.
- Applications without a CV, personal statement and personal information form will not be taken forward in the process.

Each document should be a maximum of two sides of A4. For more information on any of our roles, please contact recruitment@churchofscotland.org.uk

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