

Chelmsford Diocesan Board of Finance

Job Description

Job Title: **Head of Development for Growing Christian Communities**

Reports to: **Chief Executive and Diocesan Secretary**

Purpose Statement

The Head of Development is a new senior role with leadership responsibility for the development of Christian communities, pioneer ministry and fresh expressions in the Diocese of Chelmsford including co-ordination and oversight of our church planting projects in strategic mission priority areas, many of which are externally funded through the Church Commissioners.

Reporting Structure

The line management relationship is with the Chief Executive and Diocesan Secretary who carries overall responsibility for our Church Planting Strategy.

A half-time Mission in Regeneration Adviser (based in Stratford) report to the post-holder.

In addition, we plan to appoint a part-time Learning Coordinator (subject to final SDF bid approval) with a close working relationship with the Head of Development and the CMD Team.

Nature and Scope

The Diocese of Chelmsford is vibrant and growing with our 463 parishes and 140 schools across Essex, the unitary authorities of Southend and Thurrock, and five East London Boroughs. The population of the diocese exceeds 3 million people and is expanding rapidly. Confirmed new housing areas alone will increase the population by 10% over the next decade. Yet the Church of England attending population in this part of the world is lower than the national average. We have a huge job to do.

In *Transforming Presence* we have set out four strategic priorities for the Diocese of Chelmsford. One of the overarching themes is “more church for more impact”. We are encouraging parishes to work together to identify and respond to local Mission Priority Areas. We see more church including growth in traditional forms of church, a mixed economy of fresh expressions, pioneer ministry and church planting across all traditions and localities in the diocese. The new Enabler will have a key role in coordinating, integrating and supporting these different approaches to growth.

We have been successful in our first application for Strategic Development Funding to establish church in four strategic mission priority areas of huge new housing in the diocese. A second application to support a further 12 planting projects has received Phase 1 approval and is expected to start in early 2019. The post holder will be co-ordinating this work, lead on evaluation, and support church plants in becoming self-sustaining. We hope to see this concept replicate to other strategic mission priority areas across the diocese.

Principal Accountabilities

1. To promote the diocesan vision of church planting, fresh expressions and pioneer ministry, and encourage the development of all these forms of ministry appropriate to context and challenge
2. Co-ordination of the SDF-funded church planting projects and enabling the work of the project steering group, and ensuring effective use of resources.
3. To support the Chief Executive in the development of strategy and in working with the Bishop's Council and Church Commissioners
4. Envision and facilitate church planting projects including initial research and groundwork, especially into unchurched localities and new housing areas, including development of relationships with Developers and Local Authorities.
5. Identify, develop and resource leadership and learning in church planting.
6. Link with Continuing Ministerial Development and Lay Development programmes to ensure training and support for church planters and their teams.
7. To work with Archdeacons and Area Deans to encourage healthy churches to consider Church Planting or other forms of church growth as part of their local mission strategy.
8. To oversee a rigorous monitoring and evaluation strategy for church plants and fresh expressions and playing a key role in our accountability to the Church Commissioners for the Strategic Development Funds.
9. Undertake discerning appraisal of church planting and fresh expression proposals, including applications for diocesan funding.
10. Contribute to diocesan evangelism training and development in the context of Transforming Presence.
11. Promote good practice on fresh expressions, church planting and pioneer ministry, including through social media and e-bulletins.
12. Help fresh expressions through their life-cycle including initiation, development of BMOs, flourishing as sustainable congregations in mission and financial terms, and, where appropriate, bringing a FX to an end.
13. To keep in close touch with national vision and thinking on Church Planting, especially through liaison with the Bishop of Islington and other key national leaders.
14. Undertake such other reasonable duties as may be required by Chief Executive or Chair of the project steering group.

Key Relationships

- Bishops, Archdeacons and Dean of Mission and Ministry
- Programme Manager for strategic change projects
- The Cathedral Canon for Mission and Discipleship
- Mission and Ministry Team, including CMD
- Leaders of resource churches, church plants and fresh expressions
- National networks for church planting and national funders
- Housing developers and local authorities

Person Specification

This role is open to a lay or ordained person.

Genuine Occupational Requirement:

1. This is a senior leadership role in diocese and the successful applicant must have credible experience of leading a church into growth. The post holder will be expected to participate in acts of worship in churches in the diocese. There is therefore a genuine occupational requirement for the post holder to be a committed Christian in the Anglican tradition or another member denomination of Churches Together in England. The post holder must have a developed knowledge and understanding of the structures and values of the Church of England.

Essential:

2. Educated to degree level (in any subject), plus
3. Evidence of having completed theological training to at least diploma level or equivalent.
4. A commitment to church growth and demonstrable experience of being part of a leadership team that has led a church into growth through innovation, church planting or fresh expressions in or with the Church of England
5. Ability to reflect theologically on mission and church growth, and demonstrate self-awareness
6. Ability to work effectively, strategically and collaboratively with strong characters
7. Experience of delivering projects or programmes that have involved significant change management and dealing with a variety of stakeholders
8. Attentive to detail, ensuring that deadlines are achieved and budgets managed effectively.
9. Ability to critically appraise initiatives
10. Confident communicator
11. Experience of managing a small team
12. Ability to train and educate others

Desirable:

13. Proven 'parish development' skills including consultation and facilitation

At the sole discretion of the Bishop of Chelmsford the successful post holder may be given a general licence or permission to officiate within the Diocese of Chelmsford as a public preacher, licensed lay minister, or a commissioned lay role.

Outline of terms and conditions

Responsible to:	Chief Executive and Diocesan Secretary
Salary:	c. £50,000 p.a.
Hours:	The post is offered either on a full time basis or (for an appropriately qualified candidate and with the Bishop's permission) on a part time basis in combination with a House for Duty Associate Minister ecclesiastical office. The post holder may be required to work additional hours as to meet the reasonable requirements of the role. The post holder will be entitled to time off in lieu for attending meetings outside normal office hours which may include evening and weekends on occasion.
Location:	The post holder will be based at the Diocesan Office in Chelmsford (53 New Street, Chelmsford, CMI IAT). The nature of the role requires regular travel around the diocese, and sometimes beyond. A smartphone is provided to assist remote working.
Pension:	Enrolment in the Church Workers' pension builder scheme (a non-contributory scheme where the employer currently makes a contribution of 11% of salary). If the successful candidate is already in the Church of England Clergy Pension Scheme s/he may continue in this scheme through a salary sacrifice arrangement, subject to the agreement of the Pensions Board
Annual leave:	Twenty-five days plus public holidays rising to 29 after 5 years.
Probationary period:	6 months
Notice period:	3 months
Expenses:	Working expenses are paid at the Diocesan rates
Contract:	The contract of employment will be with the Chelmsford Diocesan Board of Finance
Right to work:	The post-holder must have the right to reside and work in the UK

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