



# REGIONAL DEVELOPMENT OFFICER (WALES)

**Application Pack**

BE THE TRAILBLAZER  
ACTIVATE CHANGE  
STRENGTHEN LIVES  
BUILD COMMUNITIES  
EMBRACE THE CHALLENGES  
BE THE HELPING HAND  
FAITH TAKING ACTION  
PURPOSEFUL ACTION  
REAL PEOPLE  
REAL FAITH  
RISK TAKERS

# **FROM THE CEO**



I am delighted that you are interested in the role of Regional Development Officer (Wales) with Church Army, I really hope that as you read through this job pack you get a clearer sense of who we are as Church Army and how this role fits into our desire to see communities across these islands transformed.

This is an exciting time to be part of Church Army as we continue to grow our frontline work in addition to implementing the new strands of our DARE strategy in the next three years to further our impact and reach our vision.

We are passionate about seeing communities transformed which is why Church Army is proud to work in some of the toughest communities across the UK and Ireland and make an impact that brings about real-life change. Our Centres of Mission, which are created in partnership with Diocese, are where we deploy evangelists into communities to share faith and empower and equip the local church in mission

and evangelism. We are working hard in our aim to increase to 50 Centres of Mission by 2027. In Marylebone London, we run the biggest women's only hostel which empowers women to end their homelessness and live their lives to the full. We also run the Amber Project in Cardiff which helps over 100 young people each year who battle self-harm; as well as a hostel for young people.

Our GRACEUP values are at the heart of all that we do. We are proud of our committed and passionate staff team who all contribute to our vision of seeing communities transformed. In joining Church Army, you will belong to a community of gifted people who are proud to do what they do, and we work hard to make sure our team know that they are valued for their contributions and know that they are making a difference to the lives of hundreds of people.

I hope that as you read through this job pack, you will be inspired and encouraged to want to join amazing team and Organisation.

A handwritten signature in black ink that reads "Des Scott". The signature is stylized with a large, sweeping initial 'D'.

**Des Scott**

# **WE ARE CHURCH ARMY**

---

We are Church Army. We are catalysts; strengthening lives and communities. We do not shy from the gospel because we believe it changes lives.

## **Our vision**

For everyone everywhere to encounter God's love and be empowered to transform their communities through faith shared in words and action.

## **Our values**

Everything we do is underpinned by our GRACEUP values:

**Generous** - We want to model God's generosity to others.

**Risk-taking** - We have a long heritage as a pioneering movement, prepared to take risks and give colleagues permission to seek to do new things.

**Accountable** - We are accountable to God and others. We want to be reliable and live responsibly to high professional standards.

**Collaborative** - We are committed to partner with those who share our values; we believe it enhances our work.

**Expectant** - We are hopeful, expecting God to do new things amongst us.

**Unconditional** - God loves everyone, and everyone is significant in his eyes; we will serve anyone regardless of their age, gender, race, sexuality, faith, ability, status or circumstances.

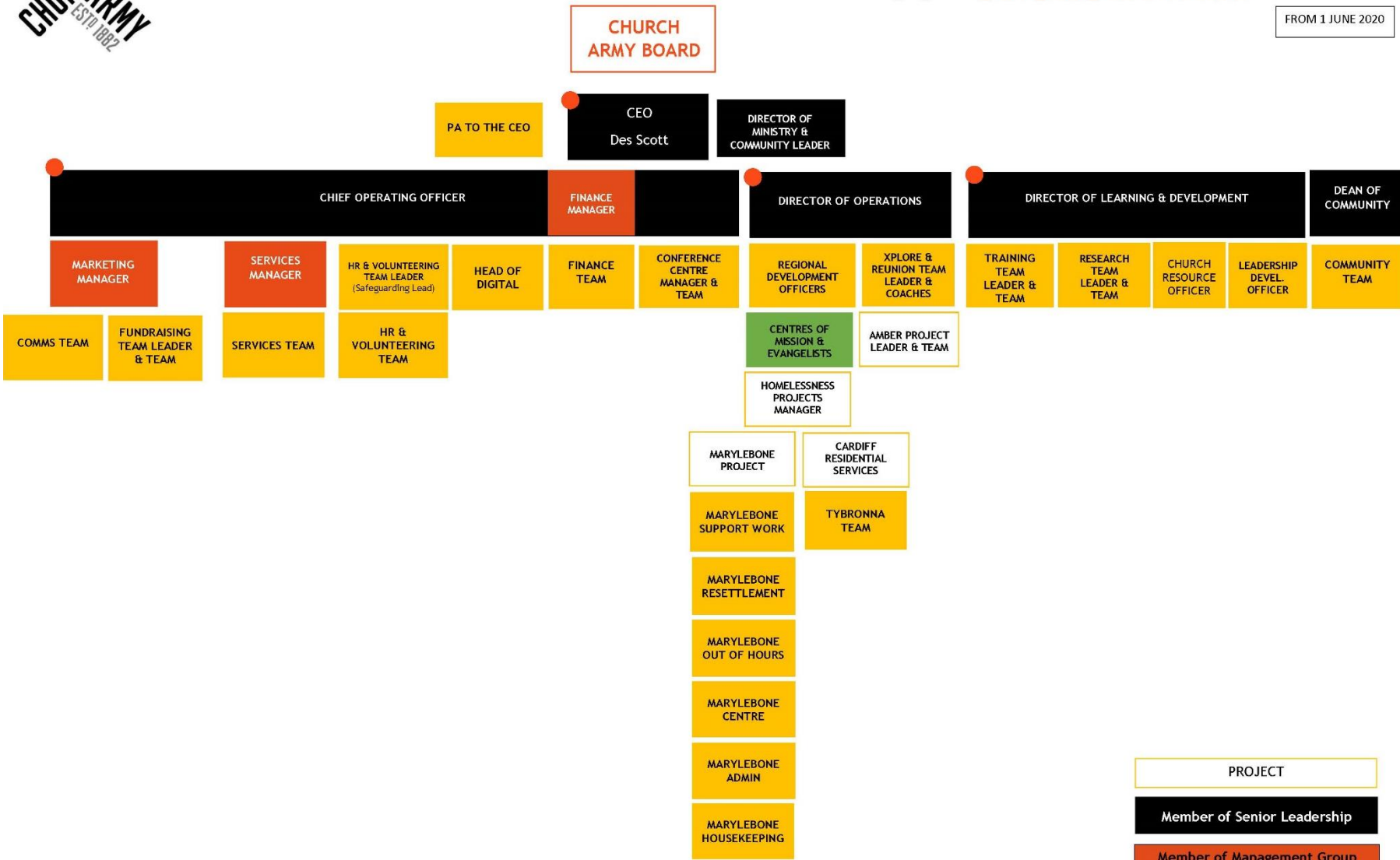
**Prayerful** - We listen for God's voice and want to be obedient to him. We want to be like Jesus in our actions and witness.

See our [We are Church Army](#) video here



# OUR CHURCH ARMY TEAM

FROM 1 JUNE 2020



PROJECT

Member of Senior Leadership

Member of Management Group

● SLT MEMBER ALSO ON MANAGEMENT



# BUILDING COMMUNITIES SINCE 1882

BE THE HELPING HAND  
FAITH TAKING ACTION  
PURPOSEFUL ACTION  
REAL PEOPLE  
REAL FAITH  
RISK TAKERS



## THE ROLE OF REGIONAL DEVELOPMENT OFFICER

---

The role of Regional Development Officer is a key role in the creation and development of our frontline work, and is perfect for someone who is a visionary creative leader with an ability to turn words into action.

Over recent years we have seen considerable growth of our front-line work through partnerships with dioceses in the creation of Centres of Mission. With now 27 Centres of Mission in place across the UK and Ireland, and many more in the pipeline.

The Church Army National Operations Team, in which this role sits, support, manage and develop this growth. As Regional Development Officer, you will be responsible for casting the vision to senior diocesan leaders and overseeing the planning and establishment of our Centres of Mission within Wales. This job is strategic for the development of our frontline work. You will play a key part in the networking and engaging of new dioceses to partner with us as well as ensuring our current Centres of Mission are making a significant impact across Wales in bringing people to a living faith in Christ and implementing our DARE strategy.

The Operations Team, led by the Director of Operations, is currently made up of 5 Regional Development Officers between them covering: South, Midlands, North, Scotland and Ireland & Northern Ireland; as well as our team who run Church Army's evangelism training for young people (Xplore) and Reunion (aged 30+). Despite being dispersed across these Islands, the team works closely together, and meet together bi-monthly, usually in Sheffield, to share news and updates as well as thinking through the strategic direction of our frontline work. As part of the National Team, the Regional Development Officers work closely with the National Team based at the Wilson Carlie Centre in Sheffield, acting as a bridge to ensure that the Centre's of Mission are best resourced for the work they need to do, and their amazing work is communicated back to National Office.

For this role, we are looking for a creative visionary person, with a desire to see the DARE strategy of Church Army implemented through our Centres of Mission. The ideal candidate will be an effective people and project manager who is exceptionally gifted in communication and demonstrates excellent networking skills.

**Neville Willerton, Director of Operations**



# CENTRES OF MISSION MAP



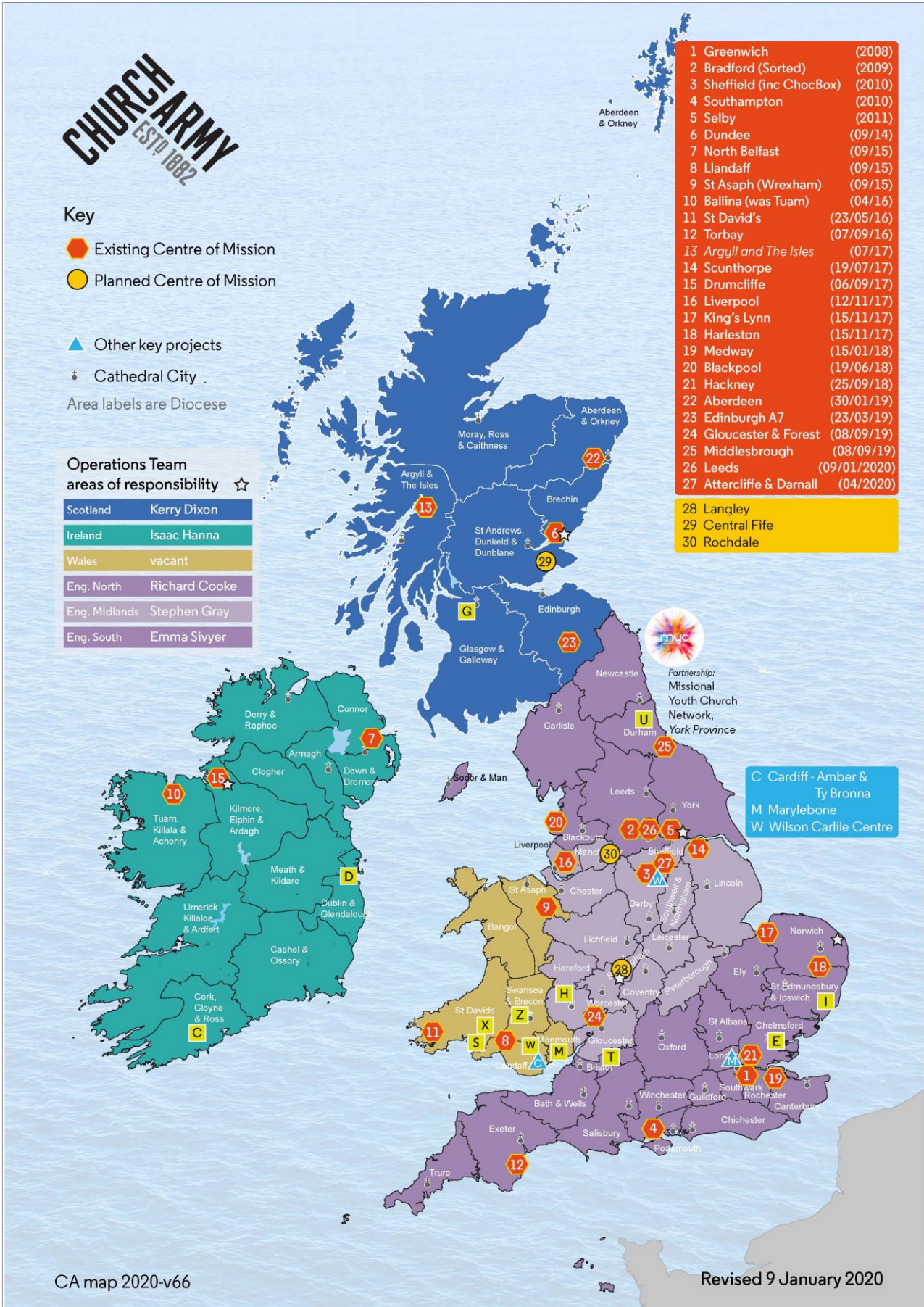
## Key

- Existing Centre of Mission
  - Planned Centre of Mission
  - ▲ Other key projects
  - ⦿ Cathedral City
- Area labels are Diocese

## Operations Team areas of responsibility ☆

Scotland	Kerry Dixon
Ireland	Isaac Hanna
Wales	vacant
Eng. North	Richard Cooke
Eng. Midlands	Stephen Gray
Eng. South	Emma Sivyer

- 1 Greenwich (2008)
  - 2 Bradford (Sorted) (2009)
  - 3 Sheffield (inc ChocBox) (2010)
  - 4 Southampton (2010)
  - 5 Selby (2011)
  - 6 Dundee (09/14)
  - 7 North Belfast (09/15)
  - 8 Llandaff (09/15)
  - 9 St Asaph (Wrexham) (09/15)
  - 10 Ballina (was Tuam) (04/16)
  - 11 St David's (23/05/16)
  - 12 Torbay (07/09/16)
  - 13 Argyll and The Isles (07/17)
  - 14 Scunthorpe (19/07/17)
  - 15 Drumcliffe (06/09/17)
  - 16 Liverpool (12/11/17)
  - 17 King's Lynn (15/11/17)
  - 18 Harleston (15/11/17)
  - 19 Medway (15/01/18)
  - 20 Blackpool (19/06/18)
  - 21 Hackney (25/09/18)
  - 22 Aberdeen (30/01/19)
  - 23 Edinburgh A7 (23/03/19)
  - 24 Gloucester & Forest (08/09/19)
  - 25 Middlesbrough (08/09/19)
  - 26 Leeds (09/01/2020)
  - 27 Attercliffe & Darnall (04/2020)
- 28 Langley
  - 29 Central Fife
  - 30 Rochdale



CA map 2020-v66

Revised 9 January 2020

# JOB DESCRIPTION

---

<b>Job Title:</b>	Regional Development Officer (Wales)
<b>Location:</b>	Home based in a location that facilitates travel to all parts of Wales.
<b>Responsible To:</b>	Director of Operations
<b>Responsible For:</b>	Centre of Mission Leaders and evangelists employed within Wales.
<b>Purpose:</b>	To strategically develop our frontline work in Wales through Centres of Mission.
<b>Objectives:</b>	<ol style="list-style-type: none"> <li>1. To envision diocesan leadership and oversee the development process of Centres of Mission.</li> <li>2. To promote the growing frontline work of Church Army with the aim to recruit the evangelists to work in our Centres of Mission.</li> <li>3. To oversee and work with the leaders of Centres of Mission and other Church Army funded projects to develop the evangelism initiatives in line with Church Army strategy and ensure that plans are in place to deliver the objectives.</li> <li>4. To be an active member of the Operations Team.</li> <li>5. To encourage a process of continuous development and learning in the professional exercise of pioneer ministry.</li> <li>6. To undertake such administrative responsibilities necessary to the fulfilment of the post.</li> </ol>

## RESPONSIBILITIES & KEY TASKS:

1. To envision diocesan leadership and oversee the development process of Centres of Mission.
  - 1.1. To envision diocesan leaders with the potential of a new Centre of Mission in partnership with them, and in consultation with the National Operations Manager to negotiate the partnership.

- 1.2.To work with the Training Team to develop models of training suitable for training and equipping the wider church that are fit for purpose.
  - 1.3.To encourage the development, resourcing and enabling of evangelism through the Centres of Mission and in line with the DARE strategy.
  - 1.4.To play a part in effective communication between the Operational Team and other departments so as to deal with issues quickly and appropriately as they arise.
- 2. To promote the growing frontline work of Church Army with the aim to recruit the evangelists to work in our Centres of Mission.**
    - 2.1.To develop Evangelism Exploration days in conjunction with the Director of Operations.
    - 2.2.To promote within Church Army and externally new roles within our Centres of Mission across the UK and Ireland.
    - 2.3.To develop links between our training cohorts, Xplore and Reunion and the opportunities to serve Church Army through our Centres of Mission.
    - 2.4.To raise the profile of the Operational work of Church Army across the church.
- 3. To oversee and work with the leaders of Centres of Mission and other Church Army funded projects to develop the evangelism initiatives in line with Church Army strategy and ensure that plans are in place to deliver the objectives.**
    - 3.1.To work with the Director of Operations to ensure that, when new projects are set up, they have the right management and support structure in place for the ministry.
    - 3.2.To ensure each project has a strategic plan in line with that of Church Army's DARE strategy.
    - 3.3.To monitor the plan for each project during its funding term for its effectiveness and, where necessary, make adjustments in line with the developing ministry.
    - 3.4.To provide the necessary resources to ensure that each project leader / line manager has the appropriate skills and support in order to lead the project.
    - 3.5.To ensure that people working in these projects have reasonable time and resources available to them so as to develop a network of people who pray for and support them in the work.
    - 3.6.To work in partnership with the Fundraising and Communications Teams, seeking to obtain funding from all possible sources for the development and sustaining of each of the projects.



**4. To be an active member of the Operations Team.**

- 4.1. To attend and actively participate in team meetings and take an active role in contributing to the life and the objectives of the team.
- 4.2. To play an active part in supporting other members of the team.
- 4.3. To undertake regular supervisions and an annual appraisal with your line manager.
- 4.4. To commit to playing a full part in the development of the Operational Team, modelling community.
- 4.5. To engage actively with colleagues in the Operations Team for creative thinking, planning, monitoring and support through monthly team meetings, residential conferences, training events and working groups.
- 4.6. In consultation with the Director of Operations, to produce an annual individual action plan, and to monitor its progress on a regular basis.

**5. To encourage a process of continuous development and learning in the professional exercise of pioneer ministry.**

- 5.1. To work with others, including the Learning and Development Teams to create a process of learning in each project, so that the learning locally is implemented.
- 5.2. In conjunction with the Learning and Development Team to develop ways of sharing lessons learnt with Church Army and the church at large.
- 5.3. To network with those in other organisations whose mission objectives are concurrent with those of Church Army.
- 5.4. To be the point of contact for senior clergy in designated dioceses who are creating stipendiary posts suitable or ring-fenced for Church Army evangelists, assisting in the development, communication of and recruitment for such posts.

**6. To undertake such administrative responsibilities necessary in the fulfilment of the post and to work collaboratively with members of the other teams across the organisation**

- 6.1. To carry out necessary administrative tasks using, where appropriate, the administration support.
- 6.2. To liaise as appropriate with Local Mission Community Leaders and the Dean of Community.
- 6.3. To contribute to the overall life of the Church Army Mission Community.

## General

- To undertake such tasks as requested by the Director of Operations or Deputy Chief Executive as may be commensurate to the post.
- To be active as a member of the Operations team, demonstrating and encouraging participation in team meetings and in the overall objectives and life of the team.
- To attend an annual appraisal and regular one to ones with your line manager.
- To undertake any training as required for the role as identified in an appraisal or supervision.
- To attend annual Church Army events such as AGM, Gathering, Regional Days and to represent Church Army at other internal or external events and gatherings as required.
- To adhere to Church Army's contractual and non-contractual policies at all times. These are outlined in the Staff Handbook and on Church Army's intranet document library.
- Act in the best interest of Church Army at all times and present Church Army professionally.



# PERSON SPECIFICATION

The following sets out what we are looking for in the post holder. In your application, please make sure you evidence with strong and clear examples how you demonstrate each of the criteria below.

ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Experience, Knowledge and Understanding</b>		
An understanding of all spheres of evangelistic outreach, including the development of fresh expressions of Christian community.	Experience of developing business plans and managing budgets.	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview &amp; Selection Process</li> <li>• Pre-employment checks (e.g. references)</li> </ul>
To have an understanding and desire to serve the Anglican church across these Isles.	To have some understanding of the wider cross-denominational church scene and the challenges facing Christians of different traditions committed to home mission in the 21st century.	
A visionary person with experience of creative thinking and translating words into action.		



Experience of effectively managing people and projects, with the ability to juggle priorities.		
Good knowledge of Church Army and what it hopes to achieve through its DARE strategy.		
<b>Skills and Abilities</b>		
High level of administrative skills	Research skills	<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview &amp; Selection Process</li> <li>• Pre-employment checks (e.g. references)</li> </ul>
Strong negotiating skills		
Teaching, coaching and mentoring skills.		
Excellent written communication skills, and confident writing reports.		
Excellent presentation skills and an ability to communicate clearly to senior leaders.		
An ability to ensure that appropriate support structures are in place for staff.		
Confident in using Microsoft Office and some working experience of what information technology can achieve.		
Strong interpersonal skills able to demonstrate an ability to coordinate and network effectively.		

### Attributes

A proven track record in working collaboratively.

A committed Christian involved with a local church, and with a zeal for effective Christian outreach in local communities.

A visionary person who is a creative thinker, with the ability to translate words into effective action.

A self-starter who is able to plan their own work in a disciplined manner, so as to be able to meet tight deadlines and with the ability to work under pressure.

- Application Form
- Interview & Selection Process

### Other

A willingness to be away from home overnight and weekend working if and when the role requires.

Willing to travel, including regular travel to the National Office in Sheffield.

Able to live out and model the values of Church Army.

- Application Form
- Interview & Selection Process



## OUTLINE TERMS AND CONDITIONS

<b>Salary</b>	£38,625 per annum.
<b>Location</b>	Home based in a location that facilitates travel to all parts of the region they are responsible for.  As the role is part of the National Team, the role will involve travelling to the National Office in Sheffield on a regular basis.
<b>Hours</b>	37.5 hours per week (full-time). This will include occasional evening and weekend work as required for the role.  Part-time hours would be considered for the right candidate.
<b>Pension</b>	Church Army is an auto enrolment pension employer. You will be assessed under pension auto enrolment criteria and minimum contributions will be made for you if you are eligible.
<b>Annual Leave</b>	25 days plus bank holidays pro rata.
<b>Probation Period</b>	The post will be offered subject to successful completion of a six-month probation period.
<b>Contract</b>	Full Time, Open-Ended
<b>DBS</b>	An enhanced DBS is required for the post due to the responsibility for this role has for those that are in a regulated role. You will also be expected to work in line with Church Army's Safeguarding Policy.
<b>Occupational Requirement</b>	Due to the nature of the post, there is a requirement that the post holder has a faith in Jesus Christ, demonstrated in an active involvement in a church. Post holders must be in agreement with our vision and able to live out our values.



# APPLICATION PROCESS

---

To apply, please submit a Church Army Faith-Based Application form which is available to download from the page for this job on our website.

---

**DEADLINE:** 2<sup>nd</sup> October 2020

---

**INTERVIEWS:** 14<sup>th</sup> October 2020 in Sheffield

---

For more information about the role, please speak to [Neville Willerton](#), Director of Operations and visit the Church Army website to see what our COM are like.

Applications should be sent to: [recruitment@churcharmy.org](mailto:recruitment@churcharmy.org)

Offers of employment are made subject to:

- Evidence of your eligibility to work in the UK;
- Successful completion of a probationary period;
- Enhanced DBS (as you will be managing those who are in regulated activity);
- Two satisfactory references, one faith based and the other employer related.

References are usually taken up after an offer of employment has been made. We will ask for your permission prior to sending out references.