



## **HEAD OF MEMBERSHIP SERVICES**

**£23.500 pa: for 30 hours per week (ideally worked across 5 days per week, but there may be some flexibility about days / hours worked)**

**Home based – with some requirement to attend meetings once Government requirements support this.**

**Do you want to play a leading role in developing services to support Christians in counselling and care?**

The Association of Christian Counsellors (ACC) is a unique organisation that brings together the worlds of psychological and spiritual understandings to raise standards and skills of counsellors / psychotherapists and the wider pastoral. We hold a Professional Standards Authority Register of Counsellors and Psychotherapists with register members across the UK. We also have members across the UK, who are Affiliate organisation providing counselling and training and pastoral care membership for individuals and organisations.

We are at an exciting time as we seek to grow the organisation in line with our strategy “Reaching Wider, Going Deeper, Fit for Purpose” with plans to develop new membership streams and the services we provide to all members so that we can be at the centre of the developments in the counselling and psychotherapy profession in the UK.

To support this work we are seeing a Head of Membership Services to both lead our Staff Team and work with the Executive and Board of Trustees to improve and develop the services that we provide to current members and to play a key role in developing and implementing services for new membership streams.

### **Who we are looking for:**

We need an individual who shares our commitment to providing high quality services to our members.

You will need to be a Registered and experienced counsellor / psychotherapist, with good relational and communication skills and an ability to effectively manage the home based staff team and prioritising demands.

You will also be able to manage and improve our systems and processes relating to membership, communications, publications and events.

ACC is moving to a remote working environment and so there would be a requirement to work from home. From time to time the role would involve travelling to meetings and events across the UK.

There is a Genuine Occupational Requirement under the Equality Act 2000 that the post-holder is a Christian.

ACC is committed to a working environment that promotes dignity and respect to all. ACC also recognises that a diverse workforce in which individual differences are valued and are seen by ACC as being important to the success of the organisations

**Deadline for applications:** Midnight Friday 27<sup>th</sup> November 2020

Applications should include a full CV and covering letter setting out the reasons for applying and how as an applicant you meet the person specification

**Interviews:** Will be held either On-line in early December 2020

Further information and application forms see our website [www.acc-uk.org](http://www.acc-uk.org), or contact our office tel: 0247 644 9694.

If you would like to discuss the position, please contact ACC Chair Sue Monckton-Rickett [chair@acc-uk.org](mailto:chair@acc-uk.org)