



# FAITH EMPOWERED DEVELOPMENT OFFICER

**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 Faith Empowered Development Officer 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.

This role of Faith Empowered Development Officer is a brand-new role that will be part of our Learning & Development Team. Whilst you will be home-based, you will part of the National Office based in Sheffield, who are a fun and hardworking team to be part of.

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 and includes a large, sweeping flourish that loops around the name.

**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



## **ROLE OF FAITH EMPOWERED DEVELOPMENT OFFICER**

---

We are seeking a talented and committed individual who will work closely with our Church Resource Officer in the promotion and development of Church Army's exciting new Faith Empowered resource.

Faith Empowered is a resource designed to gather together individuals from across a diocese to train them as leaders in local evangelism. In doing this the role engages with the Resource and Enabling parts of Church Army's DARE strategy.

Alongside this, the successful candidate will work with the Church Resource Officer to:

- Deliver training-the-trainer courses so that Faith Empowered can be delivered by local practitioners.
- Develop contacts across the regions including a network of trainers who can share experience, feedback, and ideas for the further development of the resource.

The successful candidate will be a member of the Learning and Development Team, reporting to the Church Resource Officer, and working with members of the Training and Research Teams.

Faith Empowered is an exciting resource with potential for significant impact in the Church of England. The successful candidate will recognise the importance of the role of the evangelist for the contemporary church, and the role of Faith Empowered in resourcing and enabling evangelists across the Anglican tradition.

As a Christian, you will be able to facilitate the use of, and training, in relation to Faith Empowered due to your understanding of the difference evangelism makes and be able to engage with those in ministry across different Diocese and faith-based networks.

As well as developing the support for the resource, you will promote the resource to dioceses. To do this you will be a confident communicator and excellent networker.

If you feel that you are the right person for this role, then please do consider applying and see below for how to do this. We would love to hear from you!

# JOB DESCRIPTION

---

<b>Job Title:</b>	Faith Empowered Development Officer
<b>Responsible To:</b>	Church Resource Officer
<b>Relating To:</b>	Learning and Development Team Operations Team
<b>Purpose:</b>	To support the promotion of Faith Empowered, administer the Training the Trainer course, and develop a network of Trainers in Dioceses across the UK.
<b>Objectives:</b>	<ol style="list-style-type: none"><li>1. To increase the number of Dioceses Faith Empowered is delivered in.</li><li>2. Deliver Training the Trainer and develop a network of Trainers and feedback systems for the improvement of the resource.</li><li>3. Administration of Training the Trainer course.</li></ol>

## RESPONSIBILITIES AND KEY TASKS:

- 1 To increase the number of Dioceses which deliver Faith Empowered.**
  - 1.1 To work with the Church Resource Officer, members of Operations, and Centres of Mission staff to develop strategic approaches to engaging new dioceses with Faith Empowered.
  - 1.2 To work with the Church Resource Officer to identify and develop partnerships with organisations that will help promote Faith Empowered to new dioceses.
  - 1.3 To coordinate the contact between Church Army and Dioceses with regard to Faith Empowered.
- 2 To develop a network of trainers who are able to deliver Faith Empowered across the UK.**
  - 2.1 Work with the Church Resource Officer to deliver training-the-trainer course for Faith Empowered.

- 2.2 Identify Centres of Mission staff to become early members of a network of trainers.
- 2.3 Recruit participants to the Training the Trainer course and induct them to the network.
- 2.4 Staying up to date with training techniques, focusing on online-delivery.
- 2.5 Maintaining records of those who have completed training-the-trainer.
- 2.6 Clear and timely communication with training-the-trainer participants.

**3 To develop feedback systems to aid in the development and improvement of Faith Empowered.**

- 3.1 Work with the Church Resource Officer and members of the Church Army Research Unit to develop a robust system of feedback for Faith Empowered and for Training the Trainer.

**General:**

- To undertake any such duties as are commensurate with the post at the direction of the Church Resource Officer or their senior
- To be active as a member of the Learning and Development 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 adhere to Church Army's contractual and non-contractual policies at all times. These are outline in the Staff Handbook and on Church Army's intranet document library.
- Act in the best interest of Church Army at all times



# PERSON SPECIFICATION

The following sets out what we are looking for in the post holder. As you apply for the post and submit your application, please make sure you evidence with good clear examples how you meet the criteria below.

ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Knowledge, qualifications and understanding</b>		
An understanding of the structures of the Church of England in the UK and Ireland.	A good knowledge of Church Army and its work.	<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>
Able to demonstrate a knowledge of training methods and different approaches to learning.		
Able to show the value of networks for the ongoing development of training.		
<b>Experience</b>		
Experience of developing networks.	Experience of teaching online.	<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>
Experience of teaching adults.	Experience of implementing strategy.	
<b>Skills and abilities</b>		
A collaborative worker able to draw on the skills and expertise of others		<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>
Confident using Microsoft Office		
Able to administrate effectively.		



Self-starter		
Able to work flexibly and respond to the needs of the role and others		
Able to work to deadlines and manage time well.		
Able to work individually and as part of a team.		
<b>Attributes</b>		
Networker, able to develop key relationships and utilise them.		<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview &amp; Selection Process</li> </ul>
A desire to develop and grow the skills of others.		
Strong interpersonal skills.		
Able to work with people at all levels.		
Able to represent the organisation professionally at all times.		
<b>Other</b>		
Willing to travel and work flexibly as the role requires.		<ul style="list-style-type: none"> <li>• Application Form</li> <li>• Interview &amp; Selection Process</li> </ul>



# OUTLINE TERMS AND CONDITIONS

---

<b>Location</b>	<p>Home-based</p> <p>As the role is part of the National Team, the role will involve travelling to the National Office in Sheffield on a regular basis.</p>
<b>Salary</b>	£31,871 per annum pro rata
<b>Hours</b>	18.75 hours with evening and weekend work required.
<b>Pension</b>	<p>Church Army is an auto enrolment employer. You will be assessed under auto enrolment legislation and if eligible for pension contributions, you will be enrolled into a qualifying scheme and minimum pension contributions will be made by the employer.</p> <p>Alternative provisions are available if you are ordained or a commissioned Church Army evangelist, both of which are non-contributory by the employee.</p>
<b>Annual Leave</b>	25 days, plus bank holidays (33 days total) pro-rata
<b>Probation Period</b>	6 months
<b>Contract Type</b>	Part Time, Fixed term (3-year funding)
<b>Notice Period</b>	3 months (after Probation Period)
<b>DBS Requirement</b>	A DBS is not required for this role. All staff are expected to read and comply with Church Army's Safer Ministry Policy.
<b>Occupational Requirement</b>	Due to the responsibilities of the role, there is an occupational requirement under the Equality Act 2010 that the post holder has an active faith in Jesus, demonstrated by an involvement in a local church and agreement with the vision and values of Church Army.

# APPLICATION PROCESS

---

If you would like you to find out any more about the role, please contact Jonny Price (Church Resources Officer): [jonny.price@churcharmy.org](mailto:jonny.price@churcharmy.org)

To apply, please submit a Church Army (Faith-based) Application Form which is available to download from the job advert on our website.

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

---

**Deadline:** 9am 15<sup>th</sup> February 2021

---

**Interview date:** 26<sup>th</sup> February 2021

---

For more information about Church Army please visit: [www.churcharmy.org](http://www.churcharmy.org)

Offers of employment are made subject to:

- Evidence of your eligibility to work in the UK
- Successful completion of a probationary period
- Two satisfactory references, including one faith based

References are usually only requested once an offer has been made. We will ask for your permission before seeking any references.