



**THE SUNDAY TIMES**  
BEST NOT-FOR-PROFIT  
TO WORK FOR 2018

# Job Specification

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Bus Manager/Evangelist

February 2021



‘The Message is a fantastic place to work. I get to be part of a global mission, a supportive community, and grow under a group of inspirational leaders.’

**Ruth, Central Support**

For the last quarter of a century, we’ve been leading the way in reaching the hardest-to-reach with the life-transforming gospel of Jesus Christ. The Message Trust was founded in 1992 by Andy Hawthorne, a passionate evangelist who was awarded an OBE in 2011 for services to young people.

At the heart of our operation is our staff team – dedicated followers of Jesus who have seen transformation in their own lives and who are passionate about seeing other lives impacted by an encounter with Christ that leads to a lifestyle of discipleship.

In 2018 we were named the **Best Not-For-Profit Organisation To Work For in the UK** by the Sunday Times Best Companies survey, based on responses submitted by our staff. We’re proud to know that we’re not only making a difference in the lives of the people we reach through our work, but that we’re making a difference to our employees lives too by being an outstanding working environment.

At the heart of our staff culture is a regular rhythm of passionate prayer. We spend at least half an hour every day seeking God and listening to his voice. Working here means you’ll have room to grow, not just professionally, but spiritually too.

By joining the Message team, you’ll be joining a family – united in one vision to see lives changed for the better.

Find out more at [message.org.uk](http://message.org.uk).



*Our staff team in 2018*



*Prayer & worship are at the heart of our staff rhythm*



*Message CEO and Founder Andy Hawthorne*

# Job Specification

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**Job Title:** Youth Evangelist (Message Bus)

**Location:** Warwick (CV34) and Budbrooke

**Hours:** Full time (35 hours per week) (Job Share would be considered)

**Salary:** £24,234 per annum

**Start date:** As soon as possible

**Responsible to:** Message Midlands Hub Leader

**Primary internal working relationships:** Volunteer teams

**Primary external working relationships:** The Warwick and Budbrooke Team Churches, and the Diocese of Coventry 'Together for Change' charity

## Main purpose of the job

This role fulfils The Message Trust's goal of developing the Christian faith in young people through inspirational leadership, effective management and long-term development of the Message Bus ministry. Specifically, you will use the bus as a catalyst to launch new youth ministries for the Warwick and Budbrooke Team Churches. Where time and further funding allows work can be developed in communities beyond Warwick and Budbrooke including Eden teams on the ground.

'The project is a partnership between the Message Trust, The Anglican Warwick and Budbrooke Team of Parishes, the King Henry VIII Trust and the Diocese of Coventry's 'Together For Change'. The post holder will be required to work with each of the organisations, strengthening existing

## Specific duties and responsibilities

- The Message Bus provides a unique environment for local churches to engage with young people in their communities across Warwick on a weekly basis, and where time and resources allow, across the Coventry Diocese.
- With a team of volunteers from these churches the Youth Evangelist (Message Bus) will take responsibility for establishing and leading these sessions on board the bus. The bus is packed full of engaging activities from games consoles, nail bar and outdoor games to a kitchen, board games and PCs. During each session a relevant and engaging presentation of the gospel is given to those onboard, giving young people an opportunity to respond to the message.
- The Message Trust is a Christian charity which, for the last quarter of a century has been leading the way in reaching the hardest-to-reach with the life-transforming power of the gospel of Jesus Christ. The Message Bus engages with young people in their own communities, developing and delivering sessions in partnership with the local church. Through these sessions relationships are built, young people engage with the local church and we consistently see lives transformed.
- The role involves developing key relationships with the local churches and other community organisations eg schools, training and mobilising local volunteers, and of course driving the bus to and from sessions. You will also be responsible for the administration and reporting of the project and ensuring that the vehicle and the equipment on it is properly maintained and serviced in accordance with the agreed schedule. There will be an expectation that the Post Holder will occasionally attend the Warwick Team Council to update them on how the project is going and to receive feedback.
- Taking an active role in the overall aims and objectives of the Message is an important part of the role. As such the Youth Evangelist (Message Bus) will be responsible for ensuring that, wherever possible the bus is integrated into the other outreach activities of the Message. They will be required to attend and contribute to regular prayer days in their local Message Hub and occasionally in Manchester. They will also be required to attend and contribute to National Message Bus Staff Team Days and training retreats. They will identify potential funding sources and seek contributions to the project budget as well as contributing to any other duties deemed appropriate by their line manager and the National Message Bus Development Manager.

# Person Specification

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## To qualify you will need to:

- Be a committed Christian with a personal testimony of their trust in the lordship of Christ, the authority of scripture and the work of the Holy Spirit with a desire to see the Christian message communicated effectively to young people.
- Have strong interpersonal and communication skills with a proven track record of youth work experience within a Christian environment.
- Be able to easily relate to young people and the complex challenges and issues that they face.
- Enjoy working with volunteers and have a track record of recruiting, training and managing teams of them; knowing how to get the very best out of those working with you.
- Be able to work independently, using your initiative but with the ability to follow and carry out set tasks and assignments with honesty and integrity.
- Be over 21 years old and hold a current full driver's licence for at least two years with a willingness to be trained to drive a double decker bus.
- Be willing to work flexible hours, including evenings and weekends.

## Notes

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All Message staff are set a personal fundraising target. We ask that the successful applicant

has a minimum of £75 per month of regular financial support before commencing employment, increasing to £125 per month by the end of the three-month probation period and aims to add one supporter a month after that. Training and support will be given to help you achieve this. Staff are also expected to organise and take part in, at least one fundraising or other sponsored event annually.

This job description is not exhaustive and amendments and additions may be required in line with future organisational changes.

The successful candidate for this post will be asked to apply for a DBS check at Enhanced level and the content of that check could affect ability of the Message to extend the offer of employment.

**Genuine Occupational Requirement (GOR):** This post has been identified as having a GOR to be filled by a Christian under the provisions of the Employment Equality (Religion and Belief) Regulations 2003 Section 7.2.

# Working for The Message Trust

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The Message Trust exists to share the good news about Jesus Christ boldly with young people, primarily in urban areas. Working in schools, in local communities and in prisons, The Message is in regular contact with around 100,000 young people each year across the UK and now internationally in South Africa, Canada and Germany from our base in Manchester.

Our objectives are expressed in the following ways:

- Producing quality Christian music and educational resources. Live music bands, printed materials, the internet and multimedia are all used to communicate the gospel to young people in ways that are relevant to today's youth culture and perspectives.
- Community-based Eden teams advancing the work of The Message through partnerships with local churches. Our goal is to see Eden teams with full-time and volunteer youth and community workers established in the most deprived neighbourhoods of the UK, positively impacting the people in those areas irrespective of religion, colour or background.
- Working in prisons and young offender institutions, sharing the gospel with inmates and offering discipleship programmes. After release, we offer supported housing in a Christian environment and employment through our enterprise initiatives.
- Inspiring and training church leaders and youth groups to be effective in reaching and communicating the Christian gospel to young people. Our goal is to produce discipleship materials, evangelism training courses and to inspire people to get involved with their neighbourhoods, through social action and evangelistic outreaches.
- Partnering with local churches, local authorities, schools, the police and other agencies to provide new opportunities and positive experiences for disadvantaged, deprived and marginalised young people across the UK.

## Ethos & Values

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### **Making A Difference**

The Message Trust's work is underpinned by a clear definition of its Ethos and Values, which affirms the Christian origins of the Trust and its ongoing day-to-day working principles. A Statement of ethos and values is in place (see below) to demonstrate how the Christian Faith energises the organisation's work and sustains its culture, galvanising its long-term cohesion. The Trustee, Executive, Management and Outreach posts within the organisation have been recognised as carrying a Genuine Occupational Requirement. This is to ensure that the organisation's distinctive Christian basis is sustained. This is important given the extensive nature of the organisation's Christian charitable donor base which provides the basis for the financial viability of the work. The Message Trust is an inclusive Christian organisation, working with and supporting people from all sections of the community. In particular the Statement explains how organisations and individual people from all faiths or no faith can identify with and benefit from the services and support that the organisation provides.

We maintain the Trust's Christian ethos which is founded on a belief in God the Father as Creator, Jesus Christ the Son of God the Redeemer, and The Holy Spirit, the Enabler and third person of the Trinity. The Trust also affirms that the practical application of the Christian faith in accordance with the Bible should be expressed in daily work and living. As a Christian

organisation working with and supporting people from all sections of the community, we recognise the need to set out our values. These are clearly drawn from our Christian faith and our aim is that all our staff, volunteers, clients, service users, charitable funders and business partners should be able to identify with the benefits of the organisation's work and ethos.

### **People**

We seek to empower staff to meet the needs and expectations of our clients and other service users as well as the requirements of the organisation overall. We will support staff through a comprehensive induction and training programme, backed up by strong supervision. The Message seeks to establish a culture that encourages teamwork, rewards creativity and innovation, and welcomes imaginative suggestions. Key attributes that The Message seeks in all its staff members and volunteers include valuing one another, honesty and integrity, the importance of the individual, respecting differences, a profound compassion, and working in an inclusive, non-discriminatory and non-judgemental way.

### **Partnership**

We expect all staff to work together to achieve the aims and objectives of the organisation. To achieve this, staff will act as team players in supporting one another, recognising that more is achieved through harmony. We acknowledge and value contributions to our operation arising from the diversity of staff who join the organisation, and actively look to promote links and partnerships between the Trust and other service providers, local communities and agencies. To ensure all staff work as team players, we seek to create an environment where openness, trust and support of one another is expected. Our formal supervision policies place this expectation on all staff.

### **Performance**

Our philosophy is to recognise the dignity and diversity of our clients and service users, to respect their independence, and to work with them to help meet their needs. Our staff will create an environment where our clients and service users are encouraged to take control of their lives and have the ability to exercise choice wherever possible. We will provide a high quality framework for our work, which sets out guidance and expectations. All staff and volunteers will accept their responsibility and accountability to treat clients and service users as they would wish to be treated, and challenge any practice that does not meet this standard at all times. Respect for the individual's freedom of choice will be paramount at all times. By working together, we aim to be recognised for "services of excellence" which offer proven choice, added value, and individually tailored support. We will value and recognise the importance of every individual helping to achieve this goal.

## **Confidentiality**

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Any information relating to people contacted by the Trust acquired in the course of duty must be treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of staff.

Any information relating to staff acquired in the course of duty must be treated in the strictest confidence and must be discussed only with senior staff members or with the line manager.