

**CHURCH ENGAGEMENT PARTNER (SENIOR OFFICER)**

**JOB DESCRIPTION**

**Department:** Fundraising and Supporter Partnerships

**Reporting to:** Church Engagement Manager

**Responsible For:** London City Mission Church Reps (volunteers)

**Job Level:** Senior Officer

**Location:**                         Based at our London Office at 175 Tower Bridge Road, with flexible and working from home options

**About us**

At London City Mission we are passionate about sharing the love of God and the good news of Jesus Christ with the least reached in London, and to do this in partnership with churches.

To help us do that, we have developed a set of values which shape the way we work and relate with each other:

**Rooted in Christ**

We are prayerfully dedicated to doing God’s will and living in His way, according to His word

**Christ-Like Love**

We look not to our own interests but to the interest of others because we are united as brothers

and sisters in Christ

**God Glorifying Excellence**

We pursue the best that we can to glorify God and serve each other in all we do

**Spirit-Inspired Perseverance and Courage**

Standing firm, pushing through, paying the price for the sake of Christ and the gospel

**Overall Purpose of the Role**

To mobilise churches into actively engaging with gospel outreach by building financial, prayer and volunteer support from churches. Developing relationships with churches in London and beyond who are committed to partnering with London City Mission (LCM) to resource gospel outreach to the 1 in 3 people in London yet to hear the good news of Jesus.

Working with supporter churches to increase a shared commitment to an exciting vision of sharing the hope of Christ with least reached people in London, whilst also encouraging the churches in their own outreach efforts. Increasing income through fundraising campaigns, church representatives programme and engagement opportunities. To represent LCM to UK church leaders and inspire their support for urban mission.

**Summary of Main Responsibilities**

**New Supporter Churches**

* Working with the Church Engagement Manager, design an engagement programme to attract new and deep lapsed supporter churches, whilst providing partnership value for existing churches. Lead on aspects of the management and delivery of the engagement programme.
* Developing new church relationships (with leaders and key church contacts) that lead to new support for London City Mission’s ministry in line with agreed KPI’s.
* Working with the Church Engagement Manager, and networking internally and externally to develop new connections, achieve agreed targets for developing new partnerships resulting in increased fundraising income from new supporter churches.
* When required, attend regional church partnership forums as a key opportunity to connect with field staff on church engagement and where appropriate, take the lead on engaging with new supporter churches.

**LCM Church Reps**

* Developing strategy and resources for LCM church reps, engaging and managing them as valued volunteers, communicating regularly and relevantly with them as gospel partners who are vital to the retention and development of supporter churches as part of the LCM Church Engagement Strategy.
* Take the lead on organising and delivering online and in person conferences and events, creating key touch points for building relationships and engagement with church reps and leaders.
* Collect regular feedback from church reps to shape and develop the resources we create and feed into future activity plans.
* Developing, implementing and maintaining a recruitment and stewardship plan for LCM church reps against agreed KPI’s

**Engagement of Existing Supporter Churches**

* Developing an engagement strategy and inspiring resources for LCM church reps.
* Managing fundraising campaigns for churches, including liaising with external agencies and suppliers.
* Producing innovative and engaging resources for churches.
* Developing church relationships (with leaders and key church contacts) that lead to support for London City Mission’s ministry. Contribute to the effective stewarding of relationships with key supporter churches.
* Personally representing LCM in churches, at exhibitions, in personal meetings with church leaders, or as part of the Church Engagement programme.
* As part of the Church Engagement team, use a relationship fundraising approach to grow overall income from supporter church partnerships, inspiring partners not only to support gospel outreach in London, but to do what they can in their own context.
* Achieving agreed targets for fundraising income.
* Evaluate and analyse all activities with churches to determine the effectiveness of any activities, incorporating any learnings into future activities.

**Key  Relationships**

* Ministries and training teams for engagement events.
* Training for value added resources, thought leadership and networking connections..
* Communications for content.
* All staff and supporters for introductions to new churches.

**Fundraising and Supporter Partnerships team**

* Representing LCM at external events, including some weekends, evenings and Sundays, including travel as needed. Also engaging with potential new supporters at a week-long conference each year where the post holder will be expected to communicate LCM’s vision with a passion for and understanding of the gospel message, as well as share their personal journey of faith in Jesus Christ.
* Contribute to team plans regarding supporter engagement, operations and finance.
* Contribute towards identifying communications opportunities and developing content.
* Development of positive relationships with all gospel partners including occasional support for other activities and projects within the Fundraising and Supporter Partnerships Team.
* Keep up to date with fundraising knowledge, engaging in independent sector research, regularly reading relevant articles and identifying appropriate training opportunities.

**Expected Standards**

* Exhibit proactive leadership on all expected standards and wellbeing within your own areas of responsibility. This will include regular communication with volunteers and others to maintain and raise standards and improve wellbeing.
* An understanding of, and respect for, different theological positions of a range of British evangelical churches.
* Fully participate in the spiritual life of LCM including attending the annual week of prayer, monthly Team Days, and weekly/daily staff prayer meetings.
* Take due care of your own Health and Safety and that of others (as appropriate) in your working environment.
* Ensure compliance with General Data Protection Regulation principles and practice.
* Attend LCM provided training needed to support you in the delivery of the requirements of your role.
* Be an advocate for, and role model of, LCM values.
* Be a committed member of an evangelical church.

**Person Specification**

**A. Specialist Competencies**

**Essential**

* At least two years’ fundraising experience.
* Track record of successful engagement with and fundraising from churches.
* Understanding of a relationship fundraising approach.
* Experience of developing and implementing a strategy.
* Experience of developing resources for use in churches.
* Experience of running fundraising campaigns.
* Experience of managing projects.
* Strong ability to organise multiple activities simultaneously.
* Strong influencing and interpersonal skills.
* Excellent communication skills.
* Inspired by London City Mission’s vision and values.
* Ability to analyse data and generate reports.
* Good CRM database and Excel skills.
* Good understanding of UK evangelical churches.
* High level of skills in using MS Office.
* Commitment to proactive ongoing development of own fundraising knowledge and skills.

**Desirable**

* In-depth understanding of the UK Evangelical Church.
* Good understanding of the wider UK church landscape.
* Experience of church leadership (paid or voluntary).
* Experience of speaking to groups.
* Educated to degree level.
* Professional qualification in fundraising or in depth training.
* Experience of recruiting and managing volunteers.

**B. Personal Competencies**

1. **Motivation**: Understands the main aim of LCM’s strategy and of their role and the work of the FSP team in supporting that. Is motivated to deliver the full scope of their role as set out in this Job Description.

2. **Judgement:** Makes timely and sound judgements and decisions on a range of issues, creating practical solutions to problems, seeking advice and approval from their line manager and other colleagues, as appropriate ; ensures these are aligned with LCM’s strategy and goals, and that LCM make the most of  opportunities. Applies Godly wisdom.

3. **Planning and organising**: Commits plans to the Lord. Able to balance the twin priorities of: delivering and developing a fundraising or supporter partnerships activity to a high standard; whilst also working effectively to make progress in a range of areas. Able to look well ahead and develop clear and workable plans to get things done in a timely, effective, and efficient way. Monitors progress in delivering the fundraising service and plans, and keeps things on track, whilst being flexible to adjust plans if needed. Prepares and co-ordinates activities well whilst ensuring resources are well stewarded.

4. **Relationships**: Able to build and maintain fruitful working relationships with a wide range of  internal and external stakeholders. Resolves conflict well.

5. **Collaboration and Teamworking**: Co-operates well with others and shares knowledge and expertise to support their work and development. Willing to learn from others. Works as part of a team, contributing to team goals and encouraging and supporting other team members.  Works collaboratively within their own team as well as with colleagues across LCM (Field and Head Office).

6. **Drive:** Focuses on agreed priorities and manages time and effort to deliver excellence, to make progress against plans, and to achieve targets. Innovates and works to improve gospel partnerships with supporters. Proactive to get things done and to keep things on track. Stewards well their time and resources. Anticipates potential blocks to progress and finds a way forward, asking for help and advice from their line manager and other colleagues when required. Takes initiative to develop new or better ways of doing things to meet specific fundraising needs or opportunities.

7**.Values**: Our four LCM values clearly shape the way they work and relate with others.

This job description is not intended to be exclusive or exhaustive. It is an outline indication of activity and will be amended in the light of LCM’s changing needs.

**OCCUPATIONAL REQUIREMENT**

London City Mission (LCM) is an organisation committed to preaching the Christian gospel to the people of London.

The Fundraising and Supporter Partnerships team works as a bridge between the LCM ministry team and those organisations, churches and individuals who partner with LCM to share the Christian gospel with the people of London. A key element of this role is to affirm the supporters role in partnering  with LCM to achieve our aims of sharing the gospel. The Fundraising and Supporter Partnerships team is expected to conduct the business of the London City Mission in line with the Mission’s Evangelical Christian ethos and represent the London City Mission. They must have a willingness to share their journey to faith and the life-transforming message of the gospel, and lead and join in prayer meetings. It is therefore essential that the person appointed for this role has a full personal understanding of the Christian ethos which provides the basis for the strategy and objectives of the London City Mission and be an evangelical Christian.

Employees are required to agree to the Mission’s Statement of Faith and Conduct.

**This job description does not form part of a contract of employment**