**DURHAM DIOCESAN BOARD OF FINANCE (DDBF)**

**JOB DESCRIPTION**

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| **JOB TITLE:** | Evangelism Enabler |
| **GRADE:** | 5.1 - £33,264.00 |
| **ACCOUNTABLE TO:** | Growing Churches Strategic Lead |
| **HOURS & TERM:**  **SAFEGUARDING:** | Full time, 35 hours per week. Part-time working (21-35 hours per week) may be considered, to be negotiated.  Fixed term post until 31st December 2028 (may be extended subject to further funding).  The Diocese of Durham is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All post holders and volunteers are expected to share this commitment. |
| **LOCATION:** | Diocesan Office, Cuthbert House, Stonebridge, Durham, DH1 3RY, with extensive travel around the Diocese. |
| **JOB SUMMARY:**  **TEAM ETHOS:** | The Evangelism Enabler will be part of the Growing Churches Team within the wider Mission, Discipleship and Ministry team of Durham Diocese. They will play a key role in the delivery of the Diocesan Transformation programme through enabling churches and individuals increase their commitment to and confidence in evangelism. The role will come alongside parishes to enable them to respond positively to missional and evangelistic opportunities and challenges.  As a team we are committed to collaboration and communication to enable a healthy culture of delivery, accountability and evaluation. We are passionate disciples, adaptable practitioners, reflective learners and self-aware team players. |
| **KEY RELATIONSHIPS:**  **KEY DUTIES:** | Growing Churches Strategic Lead  Growing Churches Team, including Missional Discipleship Enabler, Growing Churches Enabler and Growing Churches Coach  Head of Programme Delivery for Diocesan Transformation  Mission, Discipleship and Ministry Team  Archdeacon of Durham (with Diocesan responsibility for Transformation)  Parish clergy, lay leaders and local volunteers  Archdeacons  Area Deans and Lay Chairs  Other Diocesan staff |

**As a member of the Mission, Discipleship and Ministry team, everybody will:**

1. Be an active and engaged member of the Mission, Discipleship and Ministry team and your sub-team of Growing Churches, prioritising collaboration, good communication and prayer.
2. Be a culture carrier within the team and throughout the wider Diocese, championing the Transformation vision and Diocesan priorities and modelling the team ethos.
3. Be present and available in parishes and deaneries, listening and supporting, with an emphasis on enabling individuals and churches to grow in mission and discipleship.
4. Be willing to support and substitute for other members of the team as needed.

**As Evangelism Enabler:**

1. Be an inspiring evangelist, enabling churches to prioritise mission and evangelism, and raising the temperature of missional energy across the Diocese.
2. Provide coaching, encouragement and support for church leaders and their congregations to develop and deepen a culture of evangelism and enabling them to become more confident and effective in their personal witness.
3. In partnership with the Missional Discipleship Enabler, work with clergy and leadership teams to help them prioritise their energy and diary around the key church growth priorities of mission, discipleship and evangelism.
4. Support PCCs and leadership teams to embed evangelism in the culture and programme of our churches, recognising that evangelism is a community endeavour and each individual has an opportunity to reach their particular sphere of influence.
5. Develop and deliver related programmes that speak to our Diocesan context, engages the breadth of our traditions, and meets the needs of our people and churches. Ensure a particular focus to prioritise the needs of minority and under-represented groups, working with our Equality, Diversity and Inclusion team to increase accessibility, and with the Communities Together Durham team to enable missional development in community-based projects.
6. Administer the micro-mission grants scheme, with support from the Growing Churches Enabler, encouraging parishes to develop strategic missional projects and enabling funding to be released.
7. Support the Growing Churches and Growing Mission Strategic Leads and teams in working with PCCs and Deanery groups to ensure mission and evangelism are embedded within parish and Deanery plans.
8. Work with the Growing Churches team to develop a clear pathway for churches to build on mission and evangelism to establish new worshipping communities. In particular, work with the Growing Churches Coach, ensuring that a culture of evangelism and mission is embedded in new worshipping communities.
9. Retain an up-to-date knowledge of useful, relevant and innovative resources, programmes and good practice for mission and evangelism; signpost and share with parishes where relevant. Hold relationships and develop partnerships with relevant resourcing organisations and networks, as delegated by the Growing Churches Strategic Lead.
10. Provide regular reports and data as required by the Energising Growth Programme Board, Bishop’s Council and any other relevant groups.

**COMMON DUTIES AND RESPONSIBILITIES:**

**Health and Safety**

Under the Health and Safety at Work Act 1974, whilst at work the post-holder must take reasonable care for their own health and safety and that of any other person who may be affected by their acts or omissions. In addition, they must co-operate with the DDBF on health and safety and not interfere with or misuse anything provided for their health, safety and welfare.

**Confidentiality**

The post-holder must not pass on to unauthorised persons, any information obtained in the course of their duties without the permission of their line manager.

**Safeguarding**

If at any time the post-holder becomes aware of a safeguarding risk, they should report it immediately to the Diocesan Safeguarding Officer (DSO).

**Equality, Diversity & Inclusivity**

The DDBF is committed to promoting a diverse, non-discriminatory and inclusive community that gives everyone an equal chance to learn, work and live free from discrimination, bias and prejudice. To ensure our commitment is put into practice we have an equality policy which includes responsibility for all staff to eliminate unfair and unlawful discrimination, advance equality of opportunity for all and foster good relations.

If at any time the post-holder becomes aware of a breach or potential breach of our commitment and policy regarding equality, diversity and inclusivity, they should report it immediately to their line manager.

**Genuine Occupational Requirement**

Due to the nature of working in a specifically church leadership context, the post holder must be an active communicant member of the Church of England, or a full member of a church belonging to Churches Together in Britain and Ireland or the Evangelical Alliance.

This post is exempt under paragraph 3 of Schedule 9 of the Equality Act 2010. The Diocese of Durham supports and promotes the aims of the Church of England.

**PERSON SPECIFICATION**

This section outlines the requirements and qualities the post-holder needs to fulfil the post. These are divided into ‘essential’ and ‘desirable’ criteria. ‘Essential’ criteria are those that the post-holder absolutely must have to do the job, that is the job cannot be done without those qualities. ‘Desirable’ criteria are those qualities that would be either useful, an advantage or preferable to have to do the job or those which can be trained to do, that is the job can be done without those qualities.

The table below also identifies how the criteria will be assessed. Please ensure that you demonstrate, as a minimum, the ‘A’ criteria on your application form.

**A Application Form**

**I Interview**

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| **Ref:** | **Criteria** | **Essential /**  **Desirable** | **A / I** |
|  | **QUALIFICATIONS** |  |  |
| 1 | Educated to ‘A’ level or equivalent  Theological training | Essential  Desirable | A/I  A/I |
|  | **EXPERIENCE & KNOWLEDGE** |  |  |
| 2  3 | Experience of leading in a missional context, demonstrating a clear understanding of the links between evangelism, mission and discipleship, including the development of new missional initiatives.  Experience of teaching, coaching or training.  Experience of working with individuals or groups to facilitate evangelistic programmes, processes and cultures.  Experience in church leadership and understanding of the structures of the Church of England. | Essential  Essential  Desirable  Desirable | A/I  A/I  A/I  A/I |
|  | **SKILLS & APTITUDES** |  |  |
| 4  5  6 | Excellent organiser with great initiative and adaptability.  A committed team player with strong interpersonal skills with the ability to establish and maintain positive working relationships with multiple stakeholders, proactive in dealing with conflict in a healthy way where necessary.  The ability to nurture skills and gifts in others  Good written and oral communication skills | Essential  Essential  Essential  Desirable | A/I  A/I  A/I  A/I |
|  | **PERSONAL ATTRIBUTES & COMPETENCIES** |  |  |
| 7  8  9 | A deep commitment to a personal Christian faith and witness with an evangelistic heart and a prayerful response to challenge.  Good self-awareness and emotional intelligence.  Respectful and able to engage across a breadth of churchmanship and context. | Essential  Essential  Essential | A/I  A/I  A/I |

The postholder will be required to travel widely around the diocese with some evening and weekend working expected.