

JOB DESCRIPTION

COMMUNITY ACTION MINISTER

BACKGROUND

St John Newland

St John Newland is a growing Anglican evangelical church in Hull which has provided a consistent Christian witness since 1833 and is engaged in a wide variety of ministries. Unemployment is very high in Hull and debt is a crippling problem for many. We are embarking on a new initiative aimed at countering the tremendous damage to individuals and to families wrought by debt, while at the same time opening up new opportunities for evangelism. The Newland Christian Trust (NCT) exists to promote gospel centred work in the Newland parish and beyond.

ROLE SPECIFICATION

The Community Minister will essentially be an evangelist with a heart for reaching out to and helping the disadvantaged. There will be a primary responsibility for debt counselling work based at St John Newland as well as other related community outreach projects. This job description is a guide to the work that may be required. It does not represent a definitive list of responsibilities and we expect the role to develop over time. The initial task will be to set up a debt advice and support service and run it effectively to achieve the aims of the charity in this particular locality. This must be done in such a way that it positively reflects the Christian faith and the core values of St John Newland.

Accountability

This is a senior staff post directly responsible to the Vicar. The post holder will be supported by a steering group with membership from both church and trust

Remuneration

This is a salaried position on an annual renewable contract. We envisage that the initial phase of the project will be for a minimum of 3 years. Assistance with housing may be available. Salary in the range £17,500 - £22,500 dependant on experience and qualifications

Personnel

The post-holder will be directly responsible for:

Staff and volunteers involved in community outreach activities
Debt Coaches in the centre
Support Workers
and the Prayer team.

Responsibilities

1. To develop a holistic community outreach programme
2. To participate fully in the life and witness of St John Newland, sharing in leadership responsibilities with the staff team
3. To develop a debt advisory centre within the Newland Community project
4. To encourage and equip others for outreach into the community and be biblically imaginative.
5. To model an evangelical Christian lifestyle

Typical Requirements:

- To become trained and proficient in dealing with debt so as to be part of a team offering a high quality debt counselling service.
- To maintain skills through ongoing training and appraisal
- To visit clients and to explain the service in a way that encourages clients to agree to work through their problems.
- To be part of a team that delivers debt advice to the client. This will involve a fact-find of the client's current financial situation, communicating the prepared budget and financial plan to clients and working with clients to encourage them to stick to the plan.
- To accompany clients to court in order to secure affordable repayments and other legal agreements.
- To publicise the service in such a way that it is made available to the widest possible section of society. This will also involve developing links with relevant local utilities, companies, councils etc so as to provide a service working in harmony with all relevant agencies.
- To promote the work within the local church, thus encouraging volunteers to become involved in the many aspects of the work (support team, prayer team, financial support etc).
- To positively promote the Christian faith in line with the objectives of the NCT and St John Newland.
- Must undergo Enhanced Disclosure with the Criminal Records Bureau.
- To become an effective member of the St John's staff team, sharing in the life and witness of the church and deputising for colleagues as appropriate
- To manage staff workers, trainees and volunteers involved in community outreach activities
- To assess needs and promote initiatives for community service
- To develop links with other agencies in the city/area so as to be able to direct those in need where they can find help for specific issues outside the experience/resources of St John's
- To develop links with other Christian community initiatives across the city

Personal Attributes

Knowledge

- A good level of general education.
- Comfortable working with numbers

Skills/Abilities

- To be an evangelist through and through
- Ability to explain the Christian faith in a relevant and natural way
- To have a love and a concern for people and a desire to meet their needs both spiritually and practically
- Ability to work with evangelical Christians from a wide range of backgrounds
- Ability to motivate and inspire people to make decisions for Christ
- Excellent verbal and written communication skills
- Ability to head up PR and publicity for the project and to encourage third parties to refer clients
- Logical, articulate approach to work
- Excellent time and task management with the flexibility to work 'unsocial' hours
- Good administrative and IT skills – confident using Word, Excel and the Internet

Desirable Experience

- Able to demonstrate growth in their Christian Life and a practical working knowledge of the Bible
- Formal ministerial training and / or relevant experience in Christian leadership.
- Pioneering and launching at least one project (preferably in Church or community setting)
- Reaching out to individuals and sharing the Christian faith with them in such a way that people have then chosen to follow the Christian faith
- Discipling new Christians
- Working with poor and needy people in vulnerable sections of society
- Leadership and managing a team (preferably experience of also managing volunteers)
- Working both independently and as part of a team
- Administration
- Communicating in large group, small group and one-to-one settings
- Ability to remain emotionally strong through stressful situations

For further information do review these websites:

www.stjohnnewland.org.uk
www.newlandchristiantrust.org.uk
www.communitymoneyadvice.com/
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