



THE CHURCH  
OF ENGLAND

NATIONAL CHURCH INSTITUTIONS

## ROLE PROFILE FOR Churches and Networks Advisor

### About the National Church Institutions (NCIs)

The National Church Institutions comprises a wide variety of teams, professions and functions that support the mission and ministries of the Church of England in its vision to be a church, centred on Jesus Christ, for the whole nation - a church that is simpler, humbler, bolder.

#### **We Include. You Belong.**

Our Belonging and Inclusion Strategy aims for everyone in the National Church Institutions (NCIs) to feel that they belong, and are valued for who they are and what they contribute. Together, our people contribute in different ways towards our common purpose, whichever NCI they work in and whatever their background.

Living out our values in all that we do, we:

- Strive for **Excellence**
- Show **Compassion**
- **Respect** others
- **Collaborate**
- Act with **Integrity**

We believe our commitment to belonging and inclusion fuels our progress and drives us forward. The NCIs are a safe, inclusive workplace for people of all backgrounds and walks of life. We welcome applications from people of all faiths and of no faith. We want to encourage applications from a diverse group of people who share our values. Even if you have never thought about working for us before, if you have the skills and experience we're looking for then we would like to hear from you.

### About the department

The Vision and Strategy team has been established to support the whole Church in its engagement with the national Vision and Strategy for the Church for the 2020s, and to support implementation of the Emerging Church programme. The team is also the lead owner of the strategy within the NCIs, and therefore responsible for ensuring that the work of other teams within the NCIs is aligned to the strategy and helps ensure its delivery across the Church. The team is responsible for ensuring implementation of the Emerging Church programme across the NCIs.

The team consults on and manages the distribution of significant national funding. The team champions the three strategic priorities of the strategy to enable us to be a church for everyone: missionary disciples, younger and more diverse, and mixed ecology and the six bold outcomes that arise from the strategy.

### What you'll be doing

#### MAIN DUTIES AND RESPONSIBILITIES

**Own the development of specific strategic actions within the Vision and Strategy as agreed with your supervisor:**

- Work with the Head of Churches and Networks team to develop relationships with a prioritised group of networks with whom we partner or assist in developing to further the Vision and Strategy. This includes but is not restricted to the Estates network, discipleship enablers, Missioners' and Discipleship Enablers' Network, Diocesan Youth & Children's Advisors Network and the Vanguard network.
- Developing a prioritised plan for future engagement with churches and networks with a particular focus on the church becoming younger and more diverse. This will include a deep understanding of how our different offerings engage different groups, how they support local churches and give attention to who we might be missing and whose voice is not heard or supported.
- Draw on and share insights from the Funding and Learning, Diocesan Support, and Digital/Data Services teams including as appropriate proposing and specifying research on our engagement with individuals to build understanding.
- Ensure we maximise opportunities to engage young people on an ongoing basis in the development of the Vision and Strategy working closely with the Education, Growing Faith and Ministry Development teams.

### **Lead the 27,000 volunteers workstream of the 30K Project:**

The 30K Project exists to recruit an additional 30,000 leaders of mission amongst children and young people in partnership with Ministry & Development, 27,000 of them volunteers.

- As a member of the Project Core Team, working closely with the Project Manager and the Project Communications and Engagement Officer, collect and share stories of churches uses the *JOIN* resources.
- Together, develop a refresh of the material for National Volunteers Week in 2025 and then new material for 2026. Sign off on all resources produced.
- Take part in and report to the Project Board on developments in this workstream.
- With other teams, work on and develop the 30k Project's Monitoring and Evaluation Strategy, and record and track the planned increase in volunteer ministers working with CYPF.
- Keep up to date with safeguarding developments (especially the Safeguarding Independence review) and liaise with contacts in the National Safeguarding team. Ensure the Project's safeguarding advice is reviewed regularly.
- Input into the work of the Lay Ministry team developing ministerial training and formation for CYPF ministers. Work closely with the core team to review issues that arise, liaise well with partners inside and outside the NCIs, including potential new ones.
- Review the wise Deep Dive material to check all wisdom has been included on the 30K advice web pages.

### **Run and grow the national weekly prayer meeting for 'Doubling the number of children and active young disciples in the Church of England by 2030':**

- Recruit a diverse range of leaders, including yourself, for the prayer meeting. Send them guidelines for their preparation.
- Ensure that the tech and social hosting are both covered.
- Work with others to grow the meeting's reach and numbers and develop the prayer undergirding of the work for this bold outcome.

### **Lead and support the Vanguard network for youth leaders with larger youth groups:**

- Work with the core team, currently four youth workers around the country, meeting on zoom once a month. Update them on national developments, plan termly training events with them, develop the network for the future.

- Finish work with one leader (employed for just this task) to collect contact information for all current members and maybe start an email mailing list as well as the current WhatsApp group.
- Act as a champion for the Vanguard leaders of larger youth groups and organise a gathering for them at the National Youth Ministry Weekend. (Already partly organised.)
- Encourage these youth workers in the particular challenges they face in working with large numbers of young people, including safeguarding issues.

### **Work on the development of the twenty-eight:nineteen project for peer-to-peer evangelism amongst secondary-school aged young people:**

This is a new Church of England focussed project to recruit and train, in mentoring groups, young people gifted in evangelism. It is a project in partnership with Lambeth Palace and is in it's very early stages. It has great potential to grow over the next few years.

- Liaise with the group of partners – parachurch organisations across the breadth of the Church of England – already consulted and keep them informed of progress.
- Work with the Archbishop of Canterbury's Advisor for Evangelism and Witness and other Lambeth Palace staff to run a pilot year with the first cohort of young people starting their groups in the Autumn, with the aim of co-creating the style and parameters of the project with them.
- With the team, recruit, safeguard and train mentors to lead the groups of young people.
- Create the materials those groups will use for the future and review with the pilot group.
- Possibly create gatherings for those involved at existing youth festivals and pilgrimages.
- Match young people with mentors and groups that match their church background and church language.

The main duties and responsibilities of your post are outlined in your job description. This list is not exhaustive and is intended to reflect your main tasks and areas of work. Changes may occur over time and you will be expected to agree any reasonable changes to your job description that are commensurate with your banding and in line with the general nature of your post. You will be consulted about any changes to your job description before these are implemented

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## **About You**

The Church of England is for everyone and we want to reflect the diversity of the community the Church serves across the whole country. Therefore, while of course we welcome all applications from interested and suitably experienced people, we would particularly welcome applicants from UK Minoritised Ethnicities (UKME)/Global Majority Heritage (GMH) and other under-represented groups.

### **Essential**

#### *Knowledge/Experience*

- Proven track record in working with wide range of stakeholders from senior leaders to engaging the voice of members of the public
- A good understanding of the variety of tradition within the church and the importance of engaging across the breath of this.
- Passion for, and experience of, Christian mission and ministry among children, youth, and families.

#### *Skills & Abilities*

- Passion for an experience of church work with children and young people
- Proven track record in developing and implementing effective strategies for Children youth and families work over a significant area (e.g. a Diocese)
- High standards of project management and proven experience in delivering projects and campaigns to time and quality
- Ability to communicate effectively, both orally and in writing

- Enthusiastic, organised, flexible and able to prioritise
- High resilience with the ability to work under pressure, often to changing and competing demands
- Ability to work autonomously, use own initiative and make decisions.

*Work Related Personal Qualities*

- Self-motivated, proactive and committed to achieving results.
- Leadership qualities and the ability to command the respect of others.
- Collaborative and collegiate in approach.
- Flexible in order to meet the demands of the post
- Operates with discretion and integrity.
- An understanding and empathy with the structure and culture of the Church of England.
- Enthusiasm for taking forward the strategic priorities of the Vision and Strategy.

**Desirable**

- Professional qualification/experience relevant to the role or education to degree level.
- Influencing and negotiating skills.
- Excellent interpersonal skills including the ability to establish positive working relationships with senior stakeholders and to represent the Directors to external partners.

## Vacancy Summary

<b>JOB TITLE:</b>	<b>Churches and Networks Advisor</b>
<b>NCI ENTITY:</b>	Archbishops' Council
<b>DEPARTMENT:</b>	Vision & Strategy
<b>GRADE:</b>	Band 3      Standard Point
<b>SALARY:</b>	£56,833
<b>WORKING HOURS:</b>	35 hours per week
<b>PRIMARY OFFICE LOCATION:</b>	Church House, Great Smith Street, London
<b>HYBRID WORK ARRANGEMENTS:</b>	Required to be at Church House 2 Mondays per month

**SUITABLE FOR FULL  
HOMEWORKING:**

**HOMEWORKING REQUIRED:**

**CONTRACT TYPE:** Permanent

**IS A DBS CHECK REQUIRED?  
IF YES, WHICH LEVEL**   
Basic

**IS A FAITH-BASED GOR  
APPLICABLE FOR THIS ROLE?**

**ORACLE POSITION CODE:** 8017343

**COST CODE:** 22518

**PARENT POSITION:** Head of Churches & Networks Team, Vision and Strategy