



## Job Description

### Generous Living Advisor

JOB DESCRIPTION	
<b>JOB TITLE:</b>	<b>Generous Living Advisor – Generous Culture and Covenant</b>
<b>WORKING HOURS:</b>	37.5 hours per week (flexible working)
<b>SALARY:</b>	£32,000
<b>CONTRACT TERMS:</b>	This post is subject to funding initially for a term of five years
<b>MAIN LOCATION:</b>	103 Newport, LINCOLN, LN1 3EE.
<b>RESONSIBLE TO:</b>	The Warden of the College of St Hugh
<b>SUPPORTED BY:</b>	The National Giving Team; the Regional Advisor; the Administrator of the College of St Hugh
<b>KEY PURPOSE:</b>	The postholder is responsible, with colleagues, for the delivery of the Diocese of Lincoln’s Generous Living strategy. Its specific area of focus is the development of a culture of generosity.
<b>KEY RELATIONSHIPS:</b>	The Diocesan Secretary; The Director of Finance; The Warden; the Generous Living Lead; the Generous Living Advisor – Giving Practice & Fundraising.  Partnership Deans & Lay Co-Leads; DP Mission Enablers; Deanery & PCC Treasurers; PCCs & Incumbents.
<b>DBS CHECK REQUIRED:</b>	No.
<b>MAIN DUTIES AND RESPONSIBILITIES:</b>	<p>The Diocese of Lincoln is committed as part of its Generous Living Strategy to developing a <i>culture</i> of generosity. This aspect of the Strategy is the main focus and responsibility of this new post. It sits alongside other aspects of the Strategy including: growing participation in the Parish Giving Scheme (PGS); implementation of the National Giving Strategy and developing Covenant relationships with parishes.</p> <p><u>Building Relationships with the Local Church:</u></p> <ul style="list-style-type: none"> <li>○ Visiting all Local Mission Partnerships as part of the two year Covenant cycle;</li> <li>○ Establishing regular contact with Partnership Deans, their Lay Co-leads and Mission Enablers within each of the 9 Deanery Partnerships;</li> <li>○ Establishing strategic and targeted relationships with selected Incumbents and Treasurers.</li> </ul> <p><u>Facilitating &amp; Delivering Discipleship Training on Stewardship:</u></p> <ul style="list-style-type: none"> <li>○ Promoting and signposting existing national and diocesan resources;</li> <li>○ Teaching clergy and others how to preach, teach and talk about generosity;</li> </ul>

	<ul style="list-style-type: none"> <li>○ Developing new resources and training opportunities, recognising the particularities of context.</li> </ul> <p><u>Growing Confidence and Generosity:</u></p> <ul style="list-style-type: none"> <li>○ Telling and sharing good news stories;</li> <li>○ Hosting gratitude events;</li> <li>○ Building covenant relationships of trust by modelling trustworthiness;</li> <li>○ Promoting a holistic understanding of generosity that includes time, talent, missional hospitality and generosity of spirit.</li> </ul> <p><u>Supporting Colleagues in the Generous Living Team:</u></p> <ul style="list-style-type: none"> <li>○ Promoting PGS;</li> <li>○ Implementing the National Giving Strategy;</li> <li>○ Supporting the Covenant Pledge process.</li> </ul>
<b>PERSON SPECIFICATION</b>	<p><u>Knowledge (essential):</u></p> <ul style="list-style-type: none"> <li>○ Understanding of Christian discipleship and how it is taught and practised in the Church of England, particularly with regard to Stewardship;</li> <li>○ Knowledge of the principles of fundraising and charitable giving;</li> <li>○ Familiarity with how the Church of England is structured and governed.</li> </ul> <p><u>Knowledge (desirable):</u></p> <ul style="list-style-type: none"> <li>○ Familiarity with Gift Aid and the Parish Giving Scheme;</li> <li>○ Understanding of Christian mission and church growth.</li> </ul> <p><u>Experience (essential):</u></p> <ul style="list-style-type: none"> <li>○ Arranging and delivering training;</li> <li>○ Presenting and explaining financial and statistical information, using technology effectively to do so;</li> <li>○ Working with Christian groups.</li> </ul> <p><u>Experience (desirable):</u></p> <ul style="list-style-type: none"> <li>○ Delivering stewardship and/or discipleship training;</li> <li>○ Fundraising.</li> </ul> <p><u>Skills (essential):</u></p> <ul style="list-style-type: none"> <li>○ Outstanding communication and presentation skills, in writing and orally;</li> <li>○ Outstanding interpersonal and relationship building skills;</li> <li>○ Ability to work effectively across a wide range of Christian traditions;</li> <li>○ Good organisational and administrative skills.</li> </ul> <p><u>Other:</u></p> <ul style="list-style-type: none"> <li>○ Self-motivated and proactive;</li> <li>○ Ability to travel for work and willingness to work some evenings and weekends.</li> </ul> <p><u>Occupational Requirement:</u></p> <ul style="list-style-type: none"> <li>○ There is an Occupational Requirement for the post holder to be a practicing Christian, who is in good standing with the Church of England.</li> </ul>