

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

In June 2020, the House of Bishops agreed to the creation of an Archbishops' Anti-Racism Taskforce, which led to the Archbishops' Commission for Racial Justice (ACRJ), the formulation and implementation of From Lament To Action (FLTA), which forty-seven action points over five priority areas including the formation of the Racial Justice Unit. The House of Bishops mandated these bodies to drive 'significant cultural and structural change on issues of racial justice within the Church of England'

What you'll be doing

Are you passionate about creating impact through meaningful engagement? Can you help motivate the Church to activism and inspire them to bring about change on racial justice? Do you thrive in dynamic environments with constant opportunities to connect and learn? If so, the

Racial Justice Unit is looking for an Engagement Manager to drive our engagement efforts and help amplify our reach.

The Engagement Manager will work as part of the team in the Racial Justice Unit (RJU) and work alongside the Director of Racial Justice to build and nurture relationships with key stakeholders, including bishops, dioceses, racial justice focal points, trustees, TEIs, NCIs staff, ethnocultural networks and groups, parishes, and ecumenical and Communion partners as well as strengthen connections with parishes, which are currently underrepresented in the racial justice movement, to amplify their involvement. This role will also work collaboratively with stakeholders to ensure they feel an integral part of the journey towards racial justice identifying and addressing their needs, keeping them informed, engaged, and motivated to support racial justice initiatives.

MAIN DUTIES AND RESPONSIBILITIES

- To work alongside the Director of Racial Justice to develop and implement engagement strategies to increase understanding and commitment to racial justice across the Church.
- Build relationships with key stakeholder groups, ensuring high-quality professional communications, meeting with and maintaining good relationships.
- Led on and devise campaigns and initiatives to inspire teams, raise awareness, and encourage active participation in the racial justice mission.
- Develop and implement effective engagement and communication strategies for key Church stakeholders (bishops, dioceses, trustees, TEIs, NCI staff, ethnocultural groups, parishes, and ecumenical and Communion partners) to deepen their connection with the Church's racial justice work.
- Review channels and develop/introduce new ways to communicate with networks across both face-to-face events and digital.
- Lead on the development of key external racial justice messaging including articles, presentations, slide decks, speeches and thought leadership.
- Collaborate with the Communications team to develop messaging and materials that effectively convey the importance of racial justice to internal and external audiences.
- Provide regular updates to stakeholders on progress, initiatives, and opportunities for involvement.
- Serve as a bridge between the Racial Justice Unit and the wider society, creating channels for meaningful dialogue and feedback.
- Listen to stakeholder concerns and insights, adapting strategies and initiatives to reflect their needs and priorities.
- Lead on the provision of engagement metrics for events and campaigns so activity can be measured and continuously improved.
- Identify new opportunities for engagement based on feedback and emerging trends.
- Foster partnerships with ecumenical and Communion groups, as well as other external organisations, to build a broad coalition of support for racial justice.

- Curate and represent the Racial Justice Unit at stakeholder meetings and events to promote understanding and collaboration.
- Strengthen connections with community organisations to ensure alignment with broader racial justice efforts.

Your job description is intended to reflect your main duties and responsibilities. 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.

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 experience in stakeholder engagement, relationship management, or community outreach with a wide range of church denominations.
- Good knowledge of Christian faith and theology, with a biblical understanding of the ministry of social/racial justice.
- Familiarity with racial justice issues and a commitment to promoting inclusion and equity.
- Experience of successfully delivering communication and engagement projects that attract hard to reach colleagues.
- Strong written and oral skills.

Skills & Abilities:

- Strong relationship-building skills with the ability to foster meaningful and lasting connections across diverse groups that span the breadth of Church traditions.
- Excellent communication and interpersonal skills, with the ability to engage and inspire a wide range of stakeholders.
- Strategic thinking and problem-solving skills to design and implement effective initiatives that shape church engagement and envision others.
- Empathy and cultural sensitivity to understand the needs and experiences of different communities and individuals.
- Effective influencer with the ability to inspire acceptance and support for new initiatives in a culture which can be wary of change.
- Effective project management skills in planning, executing, tracking and reporting on engagement activities.
- The ability to work under pressure, adapting to changing and competing demands.

- Excellent IT skills, including proficiency with Microsoft Office programs (including Word, Excel, Outlook).

Personal Attributes:

- A passion for social justice and racial equity and familiarity with the Church's response to *'From Lament to Action'*.
- A collaborative team player who is motivated and enthusiastic with the ability to work independently and take initiative.
- Friendly, approachable, efficient and willing to serve a diverse range of stakeholders with utmost-sensitivity and respect.
- Commitment to the pursuit of excellence and the spirit of collaborative working.
- Role model for effective stakeholder management with a commitment to inspiring others.
- Self-motivated and well organised.
- Discretion in dealing with confidential matters and sensitive issues.
- Flexibility to travel nationally and occasionally work evenings or weekends for events and stakeholder meetings.

Desirable

- Experience working within the Church of England or an understanding of its structure, culture, and mission.
- Effective use of content and social media to engage stakeholders.
- Experience in communicating with a global audience.
- Experience of working on issues of racial justice, social justice or with an interfaith context.
- Substantial travel nationally every week across England.

Vacancy Summary

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| JOB TITLE: | Engagement Manager |
| NCI ENTITY: | Archbishops' Council |
| DEPARTMENT: | Racial Justice Unit |
| GRADE: | Band 3 Standard Point |
| SALARY: | £59,248 |
| WORKING HOURS: | 35 |
| PRIMARY OFFICE LOCATION: | Church House, Westminster |
| HYBRID WORK ARRANGEMENTS: | Hybrid working with national travel |
| IS HOMEWORKING A REQUIREMENT FOR THE ROLE?: | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| IF NOT A REQUIREMENT, IS THE ROLE SUITABLE FOR HOMEWORKING?: | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |
| CONTRACT TYPE: | Permanent |
| IS A DBS CHECK REQUIRED? IF YES, WHICH LEVEL | <input type="checkbox"/> Select level of DBS Check required |
| IS A FAITH-BASED GOR APPLICABLE FOR THIS ROLE? | <input type="checkbox"/> |
| ORACLE POSITION CODE: | 8103709 |
| COST CODE: | 22520 |
| PARENT POSITION: | Racial Justice Director |