



## IGNITE ENABLER

Canterbury Diocese is committed to 3 key overriding objectives of

- Growth both spiritual and numerical.
- Reimagining ministry and;
- Building strategic partnerships with our communities.

The diocesan structure is built around frameworks which focus on these key objectives and occasionally strategic priorities are set for this purpose. Through our structural frameworks our vision and purpose for our diocesan officers is to offer support, advice, and exceptional service to all those who work and worship in the parishes and Deaneries of the Diocese enabling them to serve God through their witness to the good news of Jesus Christ.

<b>Job Title</b>	<b>Ignite Enabler</b>
<b>Salary</b>	<b>£25,000 per annum</b>
<b>Department</b>	<b>Ignite Project</b>
<b>Contract</b>	<b>Fixed Term 18 months</b>
<b>Reports to</b>	<i>Individually responsible to incumbent of the parish. Appraisals will be conducted by the Ignite Project Leaders, with input from the incumbent.</i>

### Job Summary

To continue to enable the establishment, running and transition to self-sustainability of a worshipping community within the parish aimed at the disadvantaged, using the Ignite methodology.

Training will be given.

### Job Location

*St Martin's Maidstone*

## **Main Duties**

- Working under the supervision of the Ignite Project Leaders, discover and learn from their values, history and ethos.
- Continue to establish a new worshipping community, using the Ignite model, in St Martin's parish and train Christian volunteers to run it in a sustainable way, especially after the grant period has come to an end.
- Continue to build relationships with community groups and others within the parish, both secular and mission based.
- Establish a strong local presence by undertaking work that raises the local profile of the church.
- Lead the Ignite evenings.
- Build relationships of trust with those attending Ignite, offering opportunities for them to follow Christ.
- Attend and participate in weekly planning sessions and other events, either locally or occasionally elsewhere within the Diocese.
- Keep records, and present written and oral reports when required.
- Work co-operatively and missionally with the incumbent and the PCC.
- As a job share, communicate regularly with your job share partner to ensure continuity of work.

## **Contact with others**

### **Internal:**

- Incumbent, PCC, other leadership figures and congregation in host church.
- The Ignite community throughout the Diocese.

### **External:**

- The disadvantaged in the host church area.
- Community service providers and other significant people in the local community.

## Person Specification

<b>Qualifications/Education required</b>	<ul style="list-style-type: none"> <li>• Good standard of general education.</li> <li>• Personal understanding of the Christian faith.</li> </ul>
<b>Skills required</b>	<ul style="list-style-type: none"> <li>• Ability to communicate appropriately with people from a diverse range of backgrounds.</li> <li>• Pastoral skills to enthuse, support and empower members of parish mission projects.</li> <li>• Ability to communicate the Gospel in creative and interactive ways.</li> <li>• Ability to reflect theologically within the appropriate context.</li> <li>• Excellent organisational and project management skills.</li> <li>• Presentation, both written and oral, and report writing.</li> </ul>
<b>Experience required</b>	<ul style="list-style-type: none"> <li>• Working with the disadvantaged and vulnerable, preferably in a mission context.</li> <li>• Preferably, a good working knowledge of the locality (or an ability to acquire one quickly).</li> </ul>
<b>Aptitudes &amp; personal qualities required</b>	<ul style="list-style-type: none"> <li>• Tenacity and a “can-do” attitude.</li> <li>• Ability to build rapport and genuine relationships with a wide range of people.</li> <li>• Commitment to the Church of England, and a willingness to play a full part in the life of the host parish.</li> </ul>

*The main duties and responsibilities of your post are outlined in this 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 salary 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.*

<b>Agreed by job holder</b>	<b>Debbie Ellisdon</b>
<b>Date</b>	<b>24<sup>th</sup> March 2021</b>
<b>Authorised by</b>	<b>Jessica Williams</b>
<b>Date</b>	<b>9th September 2021</b>

## **Diversity**

We understand the benefits of employing individuals from a range of backgrounds, with diverse cultures and talents. We aim to create a workforce that:

- values difference in others and respects the dignity and worth of each individual
- reflects the diversity of the nation that the Church of England exists to serve
- fosters a climate of creativity, tolerance and diversity that will help all staff to develop to their full potential.

We are committed to being an equal opportunities employer and ensuring that all employees, job applicants, those we serve and other persons with whom we help and support are treated fairly and are not subjected to discrimination. We want to ensure that we not only observe the relevant legislation but also do whatever is necessary to provide genuine equality of opportunity. We expect all of our employees to be treated and to treat others with respect. Our aim is to provide a working environment free from harassment, intimidation, or discrimination in any form which may affect the dignity of the individual.

## **Standards of Behaviour and Conduct**

Staff are expected to always act with due consideration for others and in a manner befitting their position as employees of the Church and as professionals, whatever their job.

**If required by the post, the Post holder must have an up-to-date Disclosure and Barring Service (DBS) clearance.**

**The Post holder must act in compliance with data protection principles and GDPR in respecting the privacy of personal information held by Diocesan House and the Diocese.**

**The Post holder must comply with the principles of the Freedom of Information Act 2000 in relation to the management of Diocesan House records and information.**

**The Post holder must carry out their duties with full regard to the Diocesan Employee Handbook, including Equal Opportunities and Health & Safety.**