

**BLACK COUNTRY URBAN INDUSTRIAL MISSION
TEAM LEADER JOB DESCRIPTION**



JOB TITLE: Team Leader

LOCATION: Hybrid – to include home and BCUIM office (currently Wolverhampton), and activities in the industrial environment in the area known as “The Black Country”.

RESPONSIBLE TO: The chair of BCUIM with full accountability to the Executive Committee of BCUIM. The ministry of the Team Leader should be recognised as fully as possible within all the participating denominations.

HOURS OF WORK: This is a part-time position of 21 hours per week (0.5 Full Time Equivalent).

TENURE: Permanent.

1. PURPOSE OF JOB (Vision & Context)

To undertake the delivery and achievement of the Charity’s objectives and aims.

The objectives of the Charity are:

- the advancement of the Christian Faith by ministering to individuals in both industrial and urban environments;
- the relief of poverty and the advancement of education and training through initiating supporting and joining in partnership with regeneration projects and programmes; building capacity support and help for those in need of training for employment and training in business;
- the advancement of education through the provision and support of information and training schemes.

The aims of the Charity are:

- to proclaim Christ’s love of people in all varied environments and in particular industrial and urban environments;
- to assist the churches to be involved in all aspects of the community they serve;
- to enable the Gospel to be seen in action;
- to support and encourage the clergy and laity to discover and recognise the problems and opportunities existing in society and to assist the churches to understand and make appropriate responses.

The achievement of the Charity's objectives and aims will require a focus on enabling and empowering relationships between local churches and services by:

- brokering and supporting conversations between local Churches and workplaces;
- helping select, train and support local volunteer Chaplains;
- advising on accountability for volunteer Chaplains;
- promoting Chaplaincy within workplaces and Churches.
- with support from the Churches allies, to maintain a strategic approach to missional chaplaincy including evangelistic pathways .

2. Principal Responsibilities

Policy development and co-ordination:

- to work with the Executive Committee to further develop and refine the policy, aims and objectives of BCUIM on behalf of the churches;
- to establish with the Executive Committee, Church Leaders and Chaplaincy Team a strategy for its work;
- to have oversight of the strategy ensuring that it is monitored and reviewed;
- to ensure that a spirituality of the work is developed with and for the team.

Recruitment, training and support of Chaplains:

- together with local Churches develop and build a strong Chaplaincy Team for the industrial mission work in the four Local Authorities;
- provide vision and leadership to the Chaplaincy Team, including the facilitation of monthly meetings and the setting of priorities; ensure appropriate training and development are available to the Chaplaincy Team;
- with the leaders of the various Churches, identify people who could become lay Chaplains, and nurture and train them;
- promote chaplaincy in the Black Country geographical area, and when and where appropriate initiate new chaplaincies. This includes networking with various bodies such as the Chamber of Commerce, trade unions, other businesses and service providers;
- Have oversight of the development and implementation of induction training for new Chaplains.

Representation/Contacts:

- contribute to the Black Country Churches' involvement in regional and sub-regional partnerships;
- represent the work of BCUIM to the sponsoring Churches, other Churches and their Committees and leaders;
- brokering and supporting conversations between local Churches and workplaces;
- ensure that the work of industrial mission and the current economic and social issues are known to the Churches;
- represent the work of and interests of BCUIM to other organisations;
- ensure that BCUIM is represented in the wider Industrial Mission movement;
- ensure the representation of BCUIM on the West Midlands Industrial Mission Association working group and represent the Team nationally in the IMA Team Leaders' group;
- develop closer working relationships with other regional Chaplaincy providers, companies and employees.

Administration:

- be responsible with the Treasurer and Chair for the annual budget and financial control of BCUIM and assist in generating new income streams where appropriate;

- ensure that all necessary reports, programmes, agendas, minutes etc are written and circulated appropriately;
- ensure proper communication within the Team, the Executive Committee and sponsoring bodies;
- ensure that the team office is a resource for the work of Industrial Mission, and for the churches on the industrial and economic life of the area;
- be responsible for and manage the workload of the Team Administrator.

Industrial Mission Work:

It is not to be assumed that the Team Leader will also be a Chaplain.

- if the Team Leader is also a Chaplain, their own specific chaplaincy work will fit with their Team Leader responsibilities.

3. DIMENSIONS

Black Country Urban Industrial Mission operates in the geographical area known as The Black Country comprising the three metropolitan boroughs of Dudley, Sandwell and, Walsall and the City of Wolverhampton.

BCUIM is ecumenically committed, with multi-denominational support and board representation from:

- the Anglican Diocese of Lichfield;
- the Anglican Diocese of Worcester;
- the Wolverhampton and Shrewsbury Methodist District;
- the Heart of England Baptist Association;
- the West Midlands Synod of the United Reformed Church;
- the Catholic Archdiocese of Birmingham;
- the Warwickshire Monthly Meeting of the Religious Society of Friends;
- the Birmingham Methodist District;
- the Africa Caribbean Council of Churches.

BCUIM maintains Chaplaincy visits to over 70 locations across the Black Country, drawing alongside people, providing opportunities for prayer, support and affirmation for those of all Faiths and none in the workplace.

The Charity covers many business sectors including manufacturing, industrial, brewing, retail, leisure, hospitality, entertainment and town centre Chaplaincy. The Charity also provides Chaplaincy visits to critical service sectors including the West Midlands Fire Service, the West Midlands Ambulance Service, Public Transport Services and the Education sector.

BCUIM have a team of 26 lay and ordained chaplains, predominantly volunteers, from a range of Church backgrounds representing our supporting Denominations.

4. PERSON SPECIFICATION - KNOWLEDGE AND EXPERIENCE

Essential:

The Team Leader will be:

- a practising member of a Christian Church recognised as such by Churches Together in England;
- confident to lead acts of public worship;
- creative, open, imaginative and ecumenically committed;
- has the desire to share the Gospel appropriately in the context of the workplace;
- develops a culture within the team where worship (loving God), fellowship (loving God's people) and mission (loving God's world) are encompassed and seen as the key joint drivers for a healthy organisation;
- willing to work closely with local churches brokering and supporting conversation between them, BCUIM and the workplace;
- willing to nurture a team of chaplains from a range of church backgrounds, both lay and ordained and to encourage the interest and involvement of their own church communities in the ministry of chaplaincy;
- an understanding of how the Christian faith relates to the issues people face in the workplace;
- has a commitment to the Team – works well with others, realises that working in a team with different backgrounds and from different perspectives is crucial in achieving our aims and objectives;
- can lead others by positioning self and willingly taking a leadership role. The Team Leader inspires people to work within the organisation through communicating a clear and energising vision;
- influences by using impact and so builds commitment for new ideas in a positive and acceptable way.

Desirable:

The Team Leader will have:

- experience of the business and commercial world and the economic drivers which apply to a variety of business sectors;
- experience of Chaplaincy ministry;
- experience in supervising and developing volunteers;
- experience of organisation and prioritisation of a demanding and varied workload.

5. APPOINTMENT AND REMUNERATION

Given the part-time nature of the role the preference is for the job holder where appropriate to remain appointed by their local Church/ Ministry and to be seconded to BCUIM to perform the duties of Team Leader as described above, under the terms of a Secondment Agreement. An alternative employment arrangement can be provided via the Mercian Trust if required.

Salary is £17,418 p.a. (£34,837 FTE), plus allowances if appropriate.

Expenses incurred by the job holder in the performance of their duties with BCUIM will be met fully by BCUIM.