



Giving Ministry Adviser (0.8 FTE) Diocese of Newcastle



● **generous** ● **engaged** ● **open** ●

Diocese of Newcastle

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Newcastle Diocesan Board of Finance. A Company Limited by Guarantee and a Registered Charity.

Registered in England number 650977. Registered office: Church House, St John's Terrace, North Shields NE296HS.

Giving Ministry Adviser

Background to the Post

'The Church is the Body of Christ, the people of God and the dwelling-place of the Holy Spirit. In baptism the whole Church is summoned to witness to God's love and to work for the coming of his kingdom.' (Common Worship Ordination Services, Church House Publishing 2007)

This is an exciting opportunity to shape and deliver a programme of training to enhance the existing provision of Diocesan-wide support for encouraging giving and generosity as an essential hallmark of our life as disciples of Jesus Christ. The Diocese of Newcastle understands generous giving to be our individual and corporate response to God, who in Jesus Christ is unstinting and unfailing in his generosity towards us. We echo the prayer of scripture: 'All things come from you and of your own do we give you.' (1 Chronicles 29.14). We understand giving as including, but not limited to, our financial giving, as we seek to be generous with all of God's transforming gifts and engage with God's transforming work in the world.

By deepening our understanding of God's generosity towards us and focussing time and attention on how we respond, we can be encouraged to live more generously in our daily lives. This role presents an opportunity to make a real impact in our worshipping communities, enabling mission and ministry to flourish through generous living and giving. Critically, it focuses on *why* we give - in all shapes and forms - rather than the mechanics of *how* we give.

As part of an ambitious and enthusiastic team, you will be given responsibility for developing a portfolio of training and development programmes for Newcastle Diocese. The role benefits from the availability of advice and support from the National Giving Team, in particular the National Giving Ministry Adviser. As our Giving Ministry Adviser, you will help co-ordinate and deliver a strategy to embed a culture of generosity across the church communities of the Diocese of Newcastle. You will work with clergy and other church ministers, as well as lay people in local churches and church councils to help them grow in their understanding of the theology of giving, from our financial giving to our giving of time and talents, to our generosity in words and deeds. You will be someone who, through building relationships, providing training, and facilitating group work, can encourage, inspire and equip others.

This post is part of an emerging team led by the Director of Mission & Ministry which draws together new and existing roles, including: Children & Young People Advisers, Generous Giving, Lay Ministry Development Officer, Continuing Ministerial Formation Officer, Director of Ordinands, Director of Initial Ministerial Education (4-7), Pioneer Ministry, Spirituality Adviser, Community Missioners, and the Intern Programme. This team will work collaboratively across the diocese to provide formal and informal support, training and development, and resources to support parishes, clergy and the whole people of God as we move into the next stage of **growing church bringing hope**.

Accountability and key relationships

Line Manager: **Generous Giving Team Leader**

Other key relationships are with:

- Mission & Ministry Team, particularly the Director of Mission and Ministry, Generous Giving Adviser, Continuing Ministerial Formation Officer, Lay Ministry Development Officer, Director of Initial Ministerial Education 2.
- National Giving Ministry Adviser
- Deaneries, parishes, churches and Archdeacons

Diocesan Background

Framed by the Rivers Tyne and Tweed the Diocese of Newcastle is the Church of England's most northerly diocese. This Diocese in the 'land of the Northern Saints' was formed in 1882 and comprises **172** parishes across **2,110** square miles. The Diocese covers the local authorities of Northumberland, Newcastle, North Tyneside and also small parts of County Durham and Cumbria. The **12** deaneries within **2** archdeaconries serve a population of **800,000** people across a variety of communities ranging from sparse rural to large inner city areas of deprivation.

The Diocese of Newcastle is committed to flourishing churches and communities and has developed a vision for **growing church bringing hope** as part of a response to the challenges faced by the church in our rural, urban and suburban settings. From the following three values:

- **Open** to God's transforming love
- **Generous** with God's transforming gifts
- **Engaged** in God's transforming work in the world

we have developed three priorities for our Next Steps for growing church bringing hope:

- **Bringing Good News:** *'The Spirit of the Lord is upon me, because he has anointed me to bring good news to the poor.'* (Luke 4.18)
- **Growing in Christ:** *'As you therefore have received Christ Jesus the Lord continue to live your lives in him, rooted and built up in him and established in the faith...'* (Colossians 2.6-7)
- **Living Faith Fully:** *'I came that they may have life, and have it abundantly.'* (John 10.10)

Employment

The successful candidate will be employed by the Newcastle Diocesan Board of Finance.

Location

This post will be based at Church House, St John's Terrace, Percy Main, North Shields NE29 6HS but there is flexibility for some home working. The expectation is that the post holder will also be travelling within the Diocese to meet with parishes during the course of their working week.

Key Responsibilities

- Contribute to the vision, values and priorities of Newcastle Diocese through active partnership and participation in the Mission & Ministry Team;
- With support from the National Giving Team, develop a programme of training opportunities, for clergy, lay people, and others in Newcastle Diocese to explore and understand the ministry of Christian giving;
- Equip church ministers and officers to inspire and enable others within their church communities on the understanding and outworking of Christian giving;
- Deliver content and facilitate group work from centrally available resources, within existing programmes of initial and ongoing ministerial training and formation;
- With support from the National Giving Ministry Adviser, develop and provide additional resources and materials as necessary on a local level.
- Coordinate and develop training around the National Giving Team's 'Building Generous Church' model.
- Work with Diocesan colleagues to produce and manage elements of self-directed learning around giving and generosity.
- With the support of the Generous Giving Team Leader, develop new learning clusters, for clergy and laity built around identified themes for those who would benefit from focused small group work over a period of time.
- Liaise with Generous Giving colleagues to identify opportunities to develop and grow Giving Ministry.

Person Specification - Key Criteria

	Essential
Qualifications & Training	<ul style="list-style-type: none"> • Educated to 'A' level standard or equivalent • A Genuine Occupational Requirement exists for the post holder to be a practising Christian.
Experience	<ul style="list-style-type: none"> • Experience of Christian giving, either in a parish (or equivalent) environment or within a Christian charity.
Knowledge & Skills	<ul style="list-style-type: none"> • An understanding of the issues surrounding Christian giving • A recognition of Giving as a Ministry • Effective communicator and facilitator; • Evidence of ability to work collaboratively; good listening skills and an ability to read people; • Able to build and maintain effective working relationships; • Excellent IT skills, particularly to create engaging presentations and to record training and development undertaken; • Ability to interpret data to inform training and engagement with people and churches; • Commitment to the aims and objectives of the Diocese.
Personal	<ul style="list-style-type: none"> • A passion for the flourishing of the Church's ministry through the nurture and encouragement of generous giving; • Imagination and creativity; • A proven team player; • A flexible attitude; • Motivated self-starter with an ability to work independently; • Strong interpersonal skills.

General	<ul style="list-style-type: none"> • Ability to work flexible hours, which may include occasional evening and weekend commitments as required.
	Desirable
Qualifications & Training	<ul style="list-style-type: none"> • Experience in a teaching or training role; • Formal theological qualification.
Experience	<ul style="list-style-type: none"> • Proven experience of developing different training programmes; • Experience of working with churches of more than one tradition.
Knowledge & Skills	<ul style="list-style-type: none"> • An understanding of the challenges facing local church communities.

General Conditions

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, customers and other persons with whom we deal 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

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

Health and Safety Responsibilities

The Newcastle Diocesan Board of Finance takes Health and Safety at work very seriously and require their employees to familiarise themselves with, and follow, their policy.

Salary	Salary - Grade 5: probationary period £20,902 pa (£26,128 pa FTE); on completion of probationary period £22,002 pa (£27,503 pa FTE)
Pension Contributions	Employees will be automatically enrolled into the Church Workers Pension Fund (CWPF) Pension Builder Classic Scheme. The Newcastle Diocesan Board of Finance contributes 10% of pensionable salary as an employer contribution to the Scheme. This is a non-contributory Scheme and staff may voluntarily contribute to the Scheme if they wish to do so. Employees have a right to opt out of the Scheme after enrolment.
Hours of Duty	The post is offered on a 0.8 FTE basis working 30 hours per week. The post may require availability and attendance at evening and weekend meetings and events. Overtime is not paid but time off in lieu is provided. Lunch and any other breaks are unpaid. Whilst this post is advertised as 0.8 FTE, applications may be considered on the basis of working 0.6 FTE.
Annual Leave	The leave year runs from 1st January to 31st December. Full-time staff receive 25 days paid leave per leave year exclusive of 8 public holidays and 4 additional holidays approved by the Board.
Contract	The employer is the Newcastle Diocesan Board of Finance. The post has funding for 5 years, and is subject to a six month probationary period.

Application and Selection Process

Closing date for receipt of applications: **Monday 24th January 2022 at 12pm.** Interviews will be held **early to mid-February**

You should e-mail your completed application form to recruitment@newcastle.anglican.org.