

Church Funding Officer (Part Time)

Context

Network management are responsible for the day-to-day running and ongoing strategic development of our centre and service network. Those who work in this department of CAP are passionate about supporting our church partners, inspiring performance and building long-term regional relationships.

Purpose

The role of the Church Funding Officer is to provide specific support for existing and potential service partners. Through effective engagement with key stakeholders, both internal and external, the role will contribute to building a culture of financial sustainability within our networks. This includes the delivery of training, one-to-one support and specialist resources to ensure they have the financial model to run a CAP service. In addition, the post holder will manage the delivery of church funding projects that are key to shaping and equipping CAP's network structure for future growth.

Passion

We are extremely passionate about supporting and empowering churches to provide effective services across the UK that are a credit to CAP's brand and those that run them.

Personality

Professional and personable, with a desire to continually learn new things and improve what we offer for our services.

Role:

Accountabilities:

- Work with the Church Network Operation Manager to create, maintain and develop network strategy in relation to poor churches and our support for them.
- Provide advice and support for Area Managers, Regional Leaders, the Head of Church Engagement, Regional Partnership Managers, the Key Relationships Manager, the National Director and Regional Directors.
- Work with the Head of Network Operations Regional Directors and Regional Leaders to implement and maintain a financial 'early warning' system to better identify services that are struggling and provide effective assistance to them.
- Work with the National Director for Scotland, Wales and Northern Ireland to prepare and implement a network strategy for each of these unique funding

- areas (UFAs).
- Be on hand to provide specialist support for Area Managers, Regional Partnership Managers, Regional Directors and Regional Leaders at events across the UK.
- Support a caseload of churches identified as 'poor' or 'struggling financially' working with Church Leaders to bring resolution within a set time period. This includes helping them, where appropriate, to create detailed church funding plans.
- Report to the Head of Church Engagement and Director of External Affairs about the ongoing management of churches in receipt of 'redress' or similar future funding provided by external agencies.
- Provide help and support for the Key Relationships Manager in the development of the 'church plant' trial
- Responsible for the further development of existing, and generation of new, denominational funding partnerships that provide specific funds for 'startups' and existing services.
- Work with the Head of Learning to deliver 'joined up' funding training for existing and potential services. This includes training days, one-to-one sessions for church leaders, frontline staff and network managers; webinars, online resources and training materials.
- Support the Head of Service Strategy, Regional Directors, National Director and Regional Leaders in the delivery of other projects in relation to the current and future development of our networks in the UK and abroad.

Measurable Outputs:

- Achieve targets number of Church consultations
- Achieve target number of church leader visits
- Achieve target number of application reviews
- Achieve target number of services trained
- Achieve targeted figure for money raised by churches from grants and other income streams.
- Achieve target number of churches managed off the 'poor church programme'
- Achieve target number of 'redress' services and 'plant' churches attaining financial sustainability in the second and third year of the programme
- Achieve targeted number of existing services that reach the '18 months +' sustainable funding mark – as identified by the 'early warning system'

Culture:

- Clearly live out and embrace the cultural values of CAP
- Clearly demonstrate a heart and passion for the charity

Other Responsibilities Include:

- Being willing to pray with staff
- To encourage friends, family and other contacts to support the charity through the Life Changer program, and other fundraising initiatives.
- Being prepared to work evenings and weekends, where appropriate.

The above job profile is a guide to the work you may be required to undertake but does not form part of your contract of employment and may change from time to time to reflect changing circumstances.

Person:

Education:

- A-levels

Experience:

- Experience of delivering and arranging training sessions.
- Experience of public speaking
- Experience of project management

Skills/Abilities:

- Ability to inspire church leaders and managers about the process and benefits of learning and development.
- Excellent administration skills
- Ability to work well under pressure
- Ability to challenge and deal well with confrontation
- Ability to inspire and win people over
- A confident communicator who promotes CAP's culture and values at all times
- Ability to actively promote the cultural values of CAP amongst peers
- Excellent communication at all levels
- Confident decision maker
- Emotionally and spiritually mature
- Proactive in initiating ideas
- Ability to work using own initiative
- An ability to lead in a wide range of settings
- Ability to develop relationships with other teams and managers

Christian Commitment:

Job Profile: Church Network

- The candidate must be able to verbally assent to and practically demonstrate Christians Against Poverty's Statement of Faith and Core Values.
- The candidate must be able to actively participate in prayer and worship, whether individual, small group or corporately, as an expression of their own personal faith and in line with CAP's Statement of Faith.

All adults working in or on behalf of CAP have a responsibility to safeguard and promote the welfare of children and adults. This includes:

- A responsibility to ensure a safe environment in which CAP services can be delivered.
- Identifying children and adults where there may be safeguarding concerns.
- Following the CAP *Safeguarding policy* in addressing any concerns appropriately.

CAP celebrates the value of diversity and our aim is for our workforce to be as inclusive as possible as well as representing the communities we serve. With this in mind, we welcome and encourage job applications from people of all backgrounds. We particularly welcome applications from candidates from black and ethnic minority backgrounds. We are committed to continue building an environment that embraces diversity and includes all.

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