

About the National Church Institutions (NCIs)

The National Church Institutions support the mission and ministries of the Church of England in its vision to be a church, centered on Jesus Christ, for the whole nation - a church that is simpler, humbler, bolder. We are looking for a colleague to join our national Ministry Development Team (MDT) as a Senior Program Lead. This role is focused on facilitating the development of the Christian leadership capacity we need to pursue this ambitious vision and strategy.

The 'priority of priorities' that has emerged from this national Vision and Strategy is to 'Double the number of children and active young disciples across the Church of England by 2030'. There are a number of initiatives for clergy and lay people serving this goal across different national departments, but this particular role is to be responsible for continuing to outsource and oversee the Incumbents' Leadership Programmes (ILPs) currently being piloted. These programs resource incumbents in their church leadership, especially to lead their church or churches in ways that grow ministry with Children, Young People and Families (CYPF). The expectation is that growth should occur in numbers of CYPF, in opportunities to encounter God and in welcome of younger generations.

The intention is that these ILPs move from being pilots to becoming business as usual over the next two years. The next stage of development could well include working more closely with delivery partners on content and offering specific leadership development teaching on programs.

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 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 are looking for, then we would like to hear from you.

About the department

The Leadership Development Team (LDT) sits within the wider Ministry Development department. The LDT provides leadership development for clergy across the arc of their ministerial life in the Church, including working closely with Dioceses to identify and support those with the potential for senior office/wider responsibility. Its co-ordinates the support to the Diocesan Bishops' Ministerial Development Review (MDR) process. It also oversees a range of Incumbents' Leadership Programmes, being developed to enable incumbents to lead their church(es) in ways that help ministry with Children, Young People and Families (CYPF) to grow.

The post-holder will take overall responsibility for these Incumbents' Leadership Programmes (ILPs) work, as well as taking on wider LDT duties as required. Effective oversight and development of these programs is essential.

What you'll be doing

The purpose of this role is to facilitate the development of Christian leaders who will be faithful to their calling, fruitful in their work and flourish as children of God as they play their part in pursuing our national vision and strategy.

MAIN DUTIES AND RESPONSIBILITIES

- Lead the ILP team by working closely with, and line managing, the Project Manager (p/t) and Program Coordinator (f/t) to develop and offer the various ILPs from start to finish of each program.

STAKEHOLDER RELATIONSHIPS

- Work positively with multiple delivery partners, both theological colleges and training institutions, negotiating and growing good relationships, troubleshooting and encouraging them in their work.
- Visit every program at its launch to support Delivery Partners and explain the national brief for this work.
- Lead a Learning Community of representatives from all Delivery Partners, planning four gatherings per year, two onsite, two online. Plan the content and lead, enabling the sharing of experience and learning, and providing good input from NCIs and others.

GOVERNANCE

- Negotiate and develop Grant Agreements with all Delivery Partners each year, ensuring approval from the NCIs legal department and internal signatories. Ensure the Program Coordinator gets all these grants paid through the Grant Management System.
- Working closely with the Project Manager and Program Coordinator, take responsibility for

developing, monitoring and reporting on the budget for these programs, in a fast-paced context, with many moving parts.

- Produce papers for both the Leadership Development Advisory Group and the Ministry Development Board to report on the ILPs and request funding awards for them from the 2026-2028 triennium allocation from Archbishops' Council.

RECRUITMENT

- Promote the ILPs through effective comms to senior clergy and negotiate relationships with strategic partners in every diocese to prepare the way for good recruitment for the ILPs from January each year.
- Develop and take responsibility for the recruitment each year of around 500 participants for the ILPs. Make policy decisions and drive recruitment initiatives, working closely with the other two team members.
- Manage and lead the programmatic complexity of having annual recruitment for several hundred participants and tracking work with Delivery Partners hosting a number of cohorts at different points in the learning journey.
- Ensure the onboarding of all partners is achieved in a timely fashion to enable delivery partners to prepare each new cohort well. With the team, deal with the many enquiries and decisions that need to be made.
- Ensure that all monitoring and evaluation forms are sent out at agreed intervals for every program – to participants, delivery partners and dioceses and results stored safely for analysis.

MONITORING, EVALUATION AND REPORTING

- Review analysis of all programs at regular intervals. Address any issues with delivery partners, and work with the Project Manager to produce regular reports for the Leadership Development Advisory Group (LDAG) and the Ministry Development Board (MDB), covering formative and summative reviews of data, and both quantitative and qualitative responses from all stakeholders.
- Develop the work of reporting back to dioceses at the end of each program and resourcing them to work well with the participants in the future.

BUDGETING AND FINANCE

- Take responsibility for monitor the budget for the ILPs, working closely with the Project Manager. This will include:
 - all triennium planning, internal planning and reviewing
 - reporting to LDAG and MDB
 - liaising with the MDT finance officer to ensure regular budget updates, accurate tracking of costs and the early identification of issues.
 - Provide regular updates to the Head of the Leadership Development Team and the program leads on spend and commitments to ensure that expenditure is within budget.
 - Monitor and improve finance related processes and general tracking.

EXTERNAL RELATIONSHIP MANAGEMENT

- Work with representatives from Vision and Strategy, Lay Ministry and Growing Faith to ensure comms to stakeholders are as joined up as possible and to put on annual information/discussion events around all the work with CYPF across the NCIs.
- Stay in touch with the Diocesan Youth and Children's advisors' network – making sure they are

- up to date with all the ILPs and how they work with other national offerings.
- Liaise closely with other teams delivering leadership development for incumbents across the LDT, specifically the Senior Leadership Development Program and the Simon of Cyrene program.

OTHER DUTIES

- Coach senior leaders from any of the leadership programs as the opportunities arise.
- Contribute to writing reports for key bodies when required, including the House of Bishops, the College of Bishops and General Synod if required.
- Deputies for the Head of Senior Leadership Development in internal and external meetings if required.
- Contribute to the ‘knowledge capital’ on leadership in the Church and to the organisational learning that arises from the programs.
- Play a full part within the Ministry Development Team and wider Church.
- Any other duties as required and commensurate with the post.

Your job description is intended to reflect your main tasks and areas of work but is not exhaustive. Changes may occur over time, and you will be expected to agree any reasonable changes to your job description in line with your banding and 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:

- An experienced L&D professional with substantial experience, developed in an in-house L&D or in a consultancy role.
- In-depth experience of all elements of L&D; training needs analysis, curriculum design and delivery and evaluation and measurement.
- Program Lead experience.
- Experience of commissioning external providers and selecting and assessing faculty.
- Coaching and mentoring experience, including use of psychometrics.
- A knowledge and understanding of the Church of England and its mission and operation, its role in national life, or an interest and ability to learn about this.
- Experience of working in large and complex organisations.
- Experience of recruitment of significant participants.
- A keen research interest in thought leadership and new thinking in the L&D field and how to apply these in a Church context.
- Experience of managing large complex programs and having significant budgetary

responsibility.

- Experience of influencing people at all levels in an organisation, including senior leaders.
- Understanding of systems thinking, organisational and interpersonal dynamics alongside best practice associated with professional/leadership development.

Skills/Aptitudes:

- A credible and confident professional, able to both support and challenge delivery partners as part of a learning community in a constructive yet stimulating way.
- Ability to design and facilitate learning experiences on programs e.g. at residential modules, experiential learning, with action learning sets as required in order to assess the content of programs.
- A critical thinker, who has intellectual depth and is comfortable with ambiguity and paradox.
- Able to translate strategy and vision into an effective course of action.
- Able to work with the big picture and manage detail.
- An effective communicator with the ability to produce high quality written documents, learning resources.
- Excellent interpersonal and stakeholder management skills naturally consulting with others and taking on board differing views and ideas.

Personal Attributes:

- Self-motivated and flexible with a strong ability to work on their own initiative – someone who focuses on solutions rather than problems.
- Comfortable working in an ambiguous and changing environment.
- A critical thinker who is intellectually curious and can work at pace in a highly academic / reflective environment.
- Resilient – able to thrive in a complex environment where work is subject to scrutiny and critique.
- Takes own personal development seriously and looks to make the most of opportunities to develop and learn.
- Educated to degree level or equivalent.
- An L&D qualification is desirable.
- Qualified, or willing to undertake training, in psychometric assessment.
- A coaching qualification is desirable.

Desirable

- Experience of working as an Incumbent in the Church of England.
- Experience of training lay and ordained people in ministry with CYPF.
- A relevant professional qualification.

Vacancy summary

Job Title:	Senior Leadership Development Consultant
NCI Entity:	Archbishops' Council
Department:	Ministry Development Team
Grade:	Band 2 Standard Point
Salary:	£68,999
Working Hours per week:	35
Primary Officer Location:	Church House, Great Smith Street, London SW1P 3AZ
Hybrid work arrangements:	On average 2 days a month
Suitable for Full Homeworking:	<input type="checkbox"/>
Homeworking Required:	<input type="checkbox"/>
Contract Type:	Permanent
Is a DBS Check Required? If Yes, Which Level	<input type="checkbox"/> Choose an item.
Is a Faith-Based GOR Applicable For This Role?	<input type="checkbox"/>
Oracle Position Code:	8104869
Cost Code:	22373
Parent Position:	Director of Ministry