



Barnabas Lay Leadership Development Programme:
Hub Leader/Associate Programme Leader

Job Description

Job Title: Hub Leader/Associate Programme Leader

Hours of work: 17.5 hours (0.5 FTE)

ACCOUNTABLE TO: Strategic Portfolio Manager

KEY RELATIONSHIPS:

- Area Team
- PGL Delivery team and volunteers
- Barnabas Programme team
- Volunteers/Alumni
- Lay training Team

PRIMARY PURPOSE OF THE ROLE

The hub leader is responsible for creating and leading a hub of the lay development programme in a specific area, and equipping the lay leaders who are part of it to drive missional impact in their parishes.

The lay leadership development programme is being created to equip and empower lay leaders across the diocese, particularly in areas which are largely underserved; amongst deprived communities and global majority heritage groups.

The post holder will work with clergy and laity in an area to help identify and recruit individuals to participate in a leadership development programme across a year. They will also ensure that individual participants have mentors and necessary support throughout the year to grow in their missional skills. The post holder will run the development programme including training and teaching, additional support needed during the sessions, and longer term follow up and connection, including further grant funding.

MAIN DUTIES AND RESPONSIBILITIES

- Create the initial hub(s) by identifying potential lay leaders to join cohorts.
- Design the training scheme, adapted to context and supported by Mustard Seed (Diocese of York) learning and the Mustard Seed Programme Leader.
- Deliver the programme of training across the year.

- Support clergy in the deanery in developing their lay leaders and guiding individuals to join the hubs.
- Communications between hub, deanery and diocese, including sharing stories from the hub and the parishes.
- Oversee the mentoring of participants and facilitating of further mentoring relationships.
- Recruit and support assistant hub leaders as volunteer team.
- Guide hub participants to identify and capitalise on opportunities presented within parish, including supporting in running a missional event.
- Support in the development of new locations for hubs.
- Develop sustainable solutions for mission and leadership within parishes, in coordination with the Barnabas team.
- Share learning and capture outcomes, reporting to the relevant Barnabas programme board.

This job description provides a guide to the duties and responsibilities of the post and is not an exhaustive list. The post holder may be asked to undertake any other relevant duties and responsibilities appropriate and commensurate to the post.

Person Specification

(E – Essential criteria, D = Desirable criteria)

This post is subject to an occupational requirement that the holder be a practicing Christian under Part 1 of schedule 9 to the Equality Act 2010 because of its representational role within the Diocese.

	Sections		E/D
1	Skills, knowledge and aptitudes	<p>The candidate should be able to provide evidence of the following:</p> <ul style="list-style-type: none"> • Excellent organisational and coordination skills, with experience of delivering training or projects on time and within budget. • Experience in training, developing and mentoring others, ideally in places of deprivation. • A Christian wholeheartedly committed to worship and witness with experience of making, nurturing and growing disciples in places experiencing deprivation. • Capacity to identify with and work within the particular contexts of individuals and parishes where the hub is based. 	<p>E</p> <p>E</p> <p>E</p> <p>E</p>

2	Qualifications, Training and Experience	<p>The candidate should be able to provide evidence of the following:</p> <ul style="list-style-type: none"> • Certification in adult training or theological education, or equivalent experience • IT skills for training and support • Understanding of models and approaches to development and training for diverse communities and individual needs. 	E E D
3	Personal Attributes	<ul style="list-style-type: none"> • A Christian wholeheartedly committed to worship and witness with experience of making, nurturing and growing disciples in places experiencing deprivation. • Excellent interpersonal skills with the ability to build positive relationships and communicate effectively with people from diverse backgrounds. • Strong organizational skills with the ability to prioritize workloads and the varying needs of individual participants, their parishes and clergy. • A strong commitment to the vision and values of the Diocese, with a passion for supporting the growth and development of the Church and its communities. 	E E E E
4	Disposition and Attitude	<p>The candidate should:</p> <ul style="list-style-type: none"> • Be in sympathy with the aims and values of the Church of England • Positive and proactive approach to problem-solving and decision-making • Ability to work collaboratively and build strong relationships with colleagues, stakeholders and partners • Flexibility and adaptability to changing circumstances and priorities. 	E E E E
5	Special Requirements	<ul style="list-style-type: none"> • Knowledge of Church of England structures • Knowledge of safeguarding best practice • A commitment to church growth • Be able to travel throughout the Diocese and attend meetings when required in evenings and at weekends. 	D EE E