

## ROLE PROFILE FOR Deputy Director Insights and Engagement

### About the National Church Institutions (NCIs)

The National Church Institutions comprises a wide variety of teams, professions and functions that support the mission and ministries of the Church of England in its vision to be a church, centred on Jesus Christ, for the whole nation - a church that is simpler, humbler, bolder.

#### **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 welcome applications from people of all faiths and of no faith. 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're looking for then we would like to hear from you.

### About the department

The Vision and Strategy Team has been established to support the whole Church in its embrace of and engagement with the national Vision and Strategy for the Church for the 2020s. The Vision and Strategy department has three strategic priorities: to be a church of missionary disciples, to be younger and more diverse, and to develop a mixed ecology – doing church in varied forms and settings.

The Vision and Strategy team consults on, one of the largest grant-making programmes in the country, with £100m + of Strategic Mission and Ministry Investment (SMMI) disbursed annually by the Strategic Mission and Ministry Investment Board (SMMIB) to support the Church's mission and ministry across England, prioritising investment in the most income deprived communities. The SMMI funding includes a Diocesan Investment Programme (DIP) and a Partnership Funding

programme which provide funding to enable the bold outcomes and strategic priorities of the Vision & Strategy to become a reality in parishes and communities. In addition, the team manages a portfolio of £300m of existing projects and programmes. As funding programmes mature there is a need for increased focus on insight and learning from the portfolio, an understanding of what this means for future strategy and clear communication of its impact.

## What you'll be doing

This is an exciting and influential role which engages widely across the church on the priorities and bold outcomes of the Vision and Strategy. You will lead a team focused on the sharing of insight and impact from the funded programmes and the wider context. You will commission work and draw insight from your network of experts across the church and beyond. The role will support the deepening of theology and engagement with the Vision and Strategy and inform the development of future plans in dioceses, work with partners and networks and across specific contexts. The post-holder will also act as deputy to the Director for Vision and Strategy, overseeing planning and specific projects within the Vision and Strategy team.

### MAIN DUTIES AND RESPONSIBILITIES

#### Engagement

- Leading, developing and delivering a comprehensive engagement programme to ensure the outcomes and impact of the Vision and Strategy and funded programmes are transparent, well known and understood by key stakeholders, maximising use of existing meetings, forums and communications vehicles, developing and presenting high quality insights in digestible formats.
- Leading the expansion of the theological underpinning of the Vision and Strategy, drawing in appropriate expertise from theological advisers and TEs.
- Providing high quality input on Vision and Strategy to senior leadership development programmes, inductions and meetings with senior leaders (deans, bishops and archdeacons) and meetings of groups of champion bishops.
- Working closely with colleagues in wider NCI Teams to better align support for mission and ministry in key areas of the vision and strategy and to seek to better coordinate the dissemination of research and learning.

#### Insight and Learning

- Identifying, developing and delivering impactful learning communities, webinars and other tools and approaches where leaders from dioceses and partners can share learning across themes or contexts
- Work closely with consultants in the Vision and Strategy team who support dioceses and partners to share learning and support thinking.
- Overseeing the future development of the Church Support Hub as the primary tool for sharing learning with its key audiences
- Delivering an annual impact review of the funding programmes through high quality data analysis, working closely with the Grants team.
- Identifying and commissioning research that need to be undertaken for the furtherance of the Vision and Strategy, building the impact and awareness of the team as a source of

expertise. This includes developing, delivering and communicating the fruits of an annual research plan.

- Conducting periodic reviews of the external context beyond the church across a range of prioritised themes including commissioning appropriate research, tracking trends and identifying and sharing significant relevant external research
- Using insight to proactively identify opportunities for innovation, and work with Churches and Networks and Diocesan Support team to take these forward through funded proposals.

### **Planning and projects**

- Leading cross team and national task and finish groups and projects deepening understanding and developing strategic actions in specific areas of the Vision and Strategy e.g. rural challenges, and developments towards being a church which represents the communities we serve in diversity.
- Working closely with Data Services, and Churches and Networks and Diocesan Support teams to provide analysis and discern actionable insights for the Vision and Strategy from annual statistics.
- Leading on the development and monitoring of the annual team business plan and non-staff budget, extending to three-year planning.
- Developing and owning the dashboard which tracks progress against the Vision and Strategy outcomes

### **Management and wider Responsibilities**

- Deputising for the Director for Vision and Strategy as required at governance and leadership meetings and in representing the team externally
- Leading a team of 5-7 people, supporting professional growth and living out the NCI values
- Overseeing the annual budget allocated for research and dissemination, and reporting on the Vision and Strategy team plan and budget
- Contribute to the annual reports of the Archbishops' Council and the Strategic Mission and Ministry Investment board.
- Oversee six monthly assessment of the Archbishops' Council project portfolio
- Contributing as part of the Vision and Strategy senior leadership team

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 that are commensurate with your banding and in line with 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 and Experience*

- Experience of strategy development and monitoring, translating broad goals into actionable insights which can be clearly communicated.
- Experience of applying theology to the practice of strategy and insight in the church, and convening groups of theologians to underpin and inspire strategic thinking
- Previous experience in an engagement role in the church with demonstrable achievement in creating effective movement and culture change.
- Development, implementation and leading of learning communities and webinars online and in person.
- Experience of working with and commissioning external research within the church and wider society.
- Experience of building strong relationships with senior and local leaders and networks within the Church of England.
- Experience of leading and developing a high performing team.
- An understanding of the Vision and Strategy of the Church of England and a passion for encouraging the growth of the Church.
- An understanding of the structures and workings of the Church of England and an ability to work effectively within them.

### *Skills and Abilities*

- Strong analytical abilities, able to assimilate and analyse information quickly, identifying issues and priorities and opportunities.
- Ability to apply emotional intelligence, judgement, tact and discretion
- Excellent relationship management and communication skills including experience of building and maintaining high quality relationships with trustees and senior colleagues
- The ability to present work attractively, persuasively and accurately, both spoken and in writing, thinking through what will work for audiences.
- Ability to think strategically, and to see both the wider picture and attend to detail
- Highly pro-active and resilient, demonstrating resourcefulness and energy with a commitment to making a difference.
- Ability to travel across England, including occasional evening and weekend work.

### *Qualifications & Training:*

- Educated to degree level or equivalent or significant relevant experience.

## **Desirable**

- Trained as a facilitator and/or in leadership of learning communities
- Formal training in theology

## Vacancy Summary

<b>JOB TITLE:</b>	<b>Deputy Director, Vision and Strategy</b>
<b>NCI ENTITY:</b>	Archbishops' Council
<b>DEPARTMENT:</b>	Vision & Strategy
<b>GRADE:</b>	Band 1      Standard Point
<b>SALARY:</b>	£82,157
<b>WORKING HOURS:</b>	35
<b>PRIMARY OFFICE LOCATION:</b>	Church House, Westminster
<b>HYBRID WORK ARRANGEMENTS:</b>	Minimum of 1 day per week in the office
<b>IS HOMEWORKING A REQUIREMENT FOR THE ROLE?:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>IF NOT A REQUIREMENT, IS THE ROLE SUITABLE FOR HOMEWORKING?:</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>CONTRACT TYPE:</b>	Permanent
<b>IS A DBS CHECK REQUIRED? IF YES, WHICH LEVEL</b>	<input type="checkbox"/> Select level of DBS Check required
<b>IS A FAITH-BASED GOR APPLICABLE FOR THIS ROLE?</b>	<input type="checkbox"/>
<b>ORACLE POSITION CODE:</b>	8103674
<b>COST CODE:</b>	22510
<b>PARENT POSITION:</b>	Director for Vision and Strategy