

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

Sitting within the Ministry Development Team, the national Lay Ministries Team champions and supports the wide range of lay ministries across the Church of England, including ministry with children, young people and their families.

We work with dioceses and other partners to identify and share best practice, grow new vocations and ensure lay ministers are equipped to flourish and thrive.

It's an exciting time for the Lay Ministries Team as our work expands and develops, building on existing success and piloting work in new areas.

What you'll be doing

Greenhouse is a national programme that supports churches to grow new Christian disciples by starting new worshipping communities within the Church of England. The programme works with and through dioceses to support small teams from parishes and other contexts to grow their church.

Greenhouse is moving into the Lay Ministries Team for the next three years, and we are looking for someone to lead this programme within the team. Through Greenhouse we aim to continue to support parishes to grow new worshipping communities through local teams that include confident lay leaders. This role requires someone who can lead this work at a strategic level as well as holding responsibility for the national implementation of Greenhouse as it moves into a new season.

This work supports the aim of the Church of England's Vision & Strategy, of becoming a Church where mixed ecology is the norm, where every person in England has access to an enriching and compelling community of faith.

MAIN DUTIES AND RESPONSIBILITIES

National strategic leadership of the Church of England's Greenhouse Project

- Championing and being an ambassador for Greenhouse at a national level.
- Sharing a clear theological vision for, and personal commitment to, this work.
- Initiating a new iteration of Greenhouse as it moves into the Lay Ministries Team.
- Ensuring inspiring communications about Greenhouse influence a range of audiences.
- Ensuring safeguarding best practice is embedded throughout Greenhouse.
- Liaising with internal and external stakeholders involved in supporting New Worshipping Communities and Fresh Expressions of Church, ensuring Greenhouse is well understood and integrated.
- Overseeing and reporting on the Greenhouse budget and project delivery.
- Developing and implementing a monitoring, evaluation and learning framework for Greenhouse, working with the Lay Ministries Project Officer.
- Developing a strategy for this work beyond the next three years.

Leading on the effective delivery of Greenhouse

- Holding responsibility for supporting the development of maturing and sustainable new worshipping communities through:
 - The provision of training, resourcing and ongoing support for diocesan facilitators.
 - Through facilitators, providing support for diocesan gatherings which build strong local teams and enable them to develop new worshipping communities.
 - Ensuring an appropriate coaching offer is available for participants.
 - Ensuring pathways are available for participants to explore a wider vocation.
- Commissioning, contracting and managing appropriate partners to deliver this work.
- Ensuring Greenhouse is rooted in prayer and theological reflection.

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/Experience

- Experience of and passion for forming new Christian disciples through New Worshipping Communities / Fresh Expressions of Church.
- Knowledge and / or experience of lay ministries within the Church of England.
- Experience of developing strategy and working at a strategic level in a complex organisation.
- Experience of leading a complex programme of work with knowledge of good project management practice.
- Experience of influencing stakeholders at a range of levels.
- Experience of delivering effective monitoring, evaluation and learning.
- Experience of budgetary responsibility.

Skills & Abilities:

- The theological resources to share a compelling narrative about New Worshipping Communities and lay ministries, offer theological reflection and to shape and deliver appropriate theological resources that resonate across traditions and contexts.
- An inspiring, compelling and authentic communicator who can pitch appropriately to influence a range of audiences.
- The ability to develop and implement strategy.
- Excellent stakeholder management skills.
- Strong relational, team- and partnership-working skills with a collaborative approach.
- The ability to navigate complexity, including the relationship between parishes, dioceses and the central structures of the Church of England.
- Excellent prioritisation skills with the ability to discern where to focus time and energy.
- The ability to handle a complex workload and manage competing demands while working to deadlines efficiently.
- Willingness to work across the breadth of tradition within the Church of England.
- Strong IT skills – in particular Outlook, PowerPoint, Excel and Word.

Other

- This role will require some travel to events and meetings, in London and elsewhere.
- This post has attached to it an occupational requirement under the 2010 Equality Act, Part 1, Schedule 9. Therefore the person appointed will need to be of Christian faith.

Desirable

- Experience working with contractors.
- Coaching experience.
- Facilitation skills.

Vacancy Summary

JOB TITLE: National Greenhouse Lead

NCI ENTITY: Archbishops' Council

DEPARTMENT: Ministry Development Team

GRADE: Band 3 Standard Point

SALARY: £59,248

WORKING HOURS: 35 hours per week

PRIMARY OFFICE LOCATION: Church House, Great Smith Street, London, SW1P 3AZ

HYBRID WORK ARRANGEMENTS: This role is suitable for hybrid working. It will require some travel to events and meetings including with the lay ministries team in London.

IS HOMEWORKING A REQUIREMENT FOR THE ROLE?: Yes ☐ No ☒

IF NOT A REQUIREMENT, IS THE ROLE SUITABLE FOR HOMEWORKING?: Yes ☐ No ☒

CONTRACT TYPE: Fixed-Term 3 Years

IS A DBS CHECK REQUIRED? ☐
IF YES, WHICH LEVEL Select level of DBS Check required

IS A FAITH-BASED GOR APPLICABLE FOR THIS ROLE? ☒

ORACLE POSITION CODE: 8104064

COST CODE: 22377 (MD – LM Strat Project)

PARENT POSITION: Head of Lay Ministries