

Jesus Shaped People Staff Recruitment

Post Title: JSP Team Leader/s* (see notes)
Accountable to: Trustees of JSP
Location: Home based with regular travel across the UK and
Travel to Bradford/Leeds office* see notes



Salary Scale: £40K (FTE) p.a. + 8.5% pension & N.I.

JSP Background Information: (see attached paper)

Job Description

Summary of the Role

- In conjunction with the Trustees, the Team Leader(s) will:
- Oversee the strategic growth and development of Jesus Shaped People throughout the UK, particularly, though not exclusively, in areas of urban social housing and other socially disadvantaged areas.
- Work collaboratively within the post to cover all aspects of the Job Description, and cohesively to ensure unity of vision, development strategy and implementation.
- Enthusiastically and widely communicate the JSP vision for whole church discipleship: e.g. to local churches as well as senior church leaders, to JSP prayer partners and to donors.
- Ensure that churches are fully and generously supported throughout their JSP journey: as they prepare to engage in the JSP discipleship adventure; as they identify key mission priorities in response to JSP, and in sustaining longer term whole church discipleship.
- Oversee the ongoing growth and development of JSP resources
- Develop partnerships with others who are seeking the growth of the Kingdom of God, particularly, though not exclusively, in socially disadvantaged areas.
- Ensure the provision of high quality staff induction training and on-going support for other members of the JSP leadership team, both paid staff and volunteer Regional Coordinators.
- Exercise organisational oversight, including leadership of the central Core Team, and resourcing of the JSP Trustees.

Range of duties:

A. Strategic Planning

- (i) Engage in developing and delivering a strategy, with the Trustees, with the Core Leadership Team, and with Regional Coordinators, to extend the roll out of JSP throughout the UK, with on-going inclusion of urban estates and other areas of social disadvantage.
- (ii) Engage senior denominational church leaders, e.g. diocesan bishops, ministry and mission teams, to stimulate adoption of JSP in local churches, seeking to embed JSP into the culture and activities of church structures, working in particular with Youth & Children's Officers and those involved in urban estates ministry, discipleship development and church growth.
- (iii) Recruit, develop and support a team of Regional Coordinators to enable JSP growth and development to take place across the UK.
- (iv) Support the adoption of JSP by churches in new areas to become models of good practice in their region, and lead to the recruitment of Regional Coordinators and Companions
- (v) Develop a strategy for local, regional and/or national training and/or conferences that will stimulate and secure future JSP growth and development.
- (vi) Provide creative theological underpinning to the work of JSP; keeping abreast of current and emerging thinking in the theology and practice of discipleship and church growth.

B. Team Leadership

- (i) Model good practice to foster good collaboration and cohesion in the Team
- (ii) Lead a team of paid and voluntary staff, ensuring a collaborative approach to strategic planning and decision making, modelling by example the priorities of JSP.
- (iii) Provide induction and regular supervision of staff.
- (iv) Provide regular and well planned training opportunities for the development of staff.
- (v) Maintain a strong priority for the inclusion of children and young people, including development of a good partnership with the JSP National Children and YP Advisor.
- (v) Carry out annual staff development reviews.

C. Training and Equipping

- (i) Work with existing Regional Coordinators to support and extend work in regions where JSP is already established.
- (ii) Work directly with initial JSP enquiries from churches across the UK, providing support, assisting them through the adoption and evaluation of JSP for reshaping their work in the future.
- (iii) Identify churches which can be models of good practice to assist other local churches.
- (iv) Recruit Regional Coordinators to oversee development in new regions, and replace retiring Coordinators.
- (v) Respond to new opportunities within the regions to help them sustain the spread of JSP, including provision and training of JSP Companions to accompany churches, and provide support for gatherings of JSP churches for training, worship and vision-building.
- (vi) Oversee the work of the JSP National Children's Adviser to ensure particular support to churches for innovative work with children, young people and families including training and resourcing.
- (vii) Develop and deliver national programmes of training and support, appropriate to the particular context, to equip JSP Companions, churches, clergy, group leaders and others engaging with JSP.

D. Resourcing

- (i) Oversee the creation and development of new JSP resources in response to the needs of churches; oversee the refining of existing material.
- (ii) Work with the National Children & Young People's Adviser and Regional Advisors (both volunteers and post-holders) to oversee the ongoing development of children's and young people's materials.

E. Communication

- (i) Work with the JSP administrator to oversee and continue to develop the JSP website.
- (ii) Work with the JSP administrator to oversee the provision of marketing and informational materials for Jesus Shaped people - celebrations, gatherings, prayer letters, posters, newsletters etc
- (iii) Create and distribute a regular prayer newsletter and encourage a wide range of people to sign up for this, and make use of it.
- (iv) Ensure maintenance and development of high quality communication with donors in partnership with the JSP Finance Officer

F. Finance

- (i) Produce an annual budget with the JSP Finance Officer.
- (ii) Have oversight of spend within the budget with the JSP Finance Officer
- (iii) Oversee the work of the administrator regarding receipts and timely payments.
- (iv) Oversee the development of a donor base for JSP

G. Networking

- (i) Develop good partnerships with others seeking the growth of the Kingdom of God in socially disadvantaged areas, including the National Estate Churches Network, CPAS, CUF, the Estates

Evangelism Initiative in 'Reform and Renewal' Urban New Wine, LYCiG, 'Setting God's People free', ReSource and the Scargill Community.

- (ii) Encourage the ongoing spiritual formation of JSP – particularly benefiting from partnership with the Franciscan Community.
- (iii) Attend appropriate regional and national conferences.
- (iv) Build the JSP Community, networking and supporting,

H. Evaluation and Learning

- (i) Creative and enable systems that will provide effective monitoring and evaluation of JSP development for reporting to Trustees and funders.
- (ii) Engage, and encourage others to engage, in regular review and evaluation of JSP that can sustain accurate assessment of its impact and outcomes.
- (iii) Research, and encourage others to research, the effectiveness of JSP-linked resources being developed within JSP churches, and, where appropriate, make these more widely available.
- (iv) Organise periodic external evaluation of JSP adoption to assist the learning/development cycle as requested by the Trustees.

I. Organisational

- (i) Ensure that Safeguarding procedures are meticulously followed.
- (ii) Ensure that JSP policies and procedures are regularly updated and followed.
- (iii) Ensure that preparation and paperwork (e.g. minutes, reports of work etc) for Trustee meetings are prepared and distributed in a timely manner.
- (iv) Ensure that the JSP Trustee's strategic vision, aims and objectives are implemented.

Supervision and Guidance

The Team Leader(s) is/are primarily accountable to the Trust Board and will have regular meetings with nominated Trustees.

NOTES

1. The above information is furnished to assist staff joining JSP to understand and appreciate the work content of their post and the role they are to play in the organisation. However it must be noted that whilst every endeavour has been made to outline all the duties and responsibilities of the post, this document does not permit every item to be specified in detail.
2. The role is advertised for two Part Time Leaders, however the Trustees would also welcome applications for a Full Time Leader who would be responsible for all the areas and for developing JSP across the whole of the UK.

If two Co-Team Leaders were appointed they will share responsibilities and will be allocated specific areas of responsibility and be allocated specific areas of the UK to ensure geographical oversight of JSP development across the UK, which will be agreed by both employees and Trustees.

It would therefore be helpful if applicants could specify on the application form in which of the following they could potentially take a lead:

- (i) Organisational/administrative oversight
- (ii) Networking nationally, in addition to each worker's regional responsibility.
- (iii) Resource Development
- (iv) Communication (see above for details)
- (v) Evaluation and Research