



Bradford City Centre Resource Church Creative Director

ROLE DESCRIPTION

Role description signed off by Ven Andy Jolley, Archdeacon of Bradford

Date: February 2019

To be reviewed 6 months from appointment and 3 yearly thereafter

1 Details of post

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| Role title: | Bradford City Centre Resource Church Creative Director |
| Episcopal area: | The Episcopal Area of Bradford |
| Archdeaconry: | Archdeaconry of Bradford |
| Deanery: | Inner Bradford |
| Initial point of contact on terms of service: | Bradford City Centre Resource Church Leader |

2 Role Purpose

To have prime responsibility for the creative output of Bradford City Centre Resource Church enabling the vision of the church to be seen and achieved through web, social media, broadcast media and other channels. In conjunction with the Bradford City Centre Resource Church Curate to have significant responsibility for leading and developing worship at the church. Our vision is that the creative and worship ministry is delivered in a way which serves and resources both Bradford City Centre Resource Church and other churches across the city of Bradford.

Responsibilities and Objectives

To work as part of the ministry team of the church to:

- Develop an overall creative and media strategy for Bradford City Centre Resource Church;
- Develop processes that enable effective creative content for Bradford City Centre Resource Church's communications;

Team Leadership

- Recruit safely, manage, pastor, train and equip the creative production and worship teams;
- Pastor and train others to lead and encourage creativity and worship within the church;
- Be part of a team that leads worship throughout the week;
- Lead worship at conferences and events (eg Alpha weekends);
- Manage the Creative, Worship and Production budget and volunteer teams;
- Take responsibility for the technical equipment within the church

Creative

- Build relationships with partner organisations;
- Seek to identify new creative resources and worship songs for the church;
- Encourage creativity and song-writing in the church;

Management

- Ensure all the activities of the creative and worship teams are fully safeguarded and assessed for risk;
- Ensure that Bradford City Centre Resource Church's safeguarding policy is followed and that good safeguarding practice is fully embedded in the church's creative and worship ministries.
- Ensure rotas are in place for worship, projection and production for all services

3 Key Working Relationships

Generic

Colleagues, both clergy and lay.

Specific

Bradford City Centre Resource Church Leader
Bradford City Centre Resource Church Associate Leader
Bradford City Centre Resource Church Operations Director
Bradford City Centre Resource Church Curate

Supportive:

- Bradford City Centre Resource Church Congregation
- Worship Team
- Production Team
- Other Church worship and production teams in the area

4. Terms and Conditions

The Creative Director will join the Fountains Senior Leadership Team accountable to the CIO Board as an employee through their line manager (Fountains Leader/ Curate or Ops Director ?)

- 37.5 hours per week Sundays plus 4 other days during the week (negotiable)
- Some evenings and Saturdays as required e.g. Events, and Conferences, Annual Meetings (time off given in lieu)

- Salary £22-25,000, depending on experience plus contributory pension scheme
- 5 weeks annual leave, plus bank holidays
- There will be a probationary period of 6 months
- This post requires an enhanced DBS disclosure
- There is a Genuine Occupational Requirement that the post holder is a practicing Christian
- The office base will be at the Bradford City Centre Resource Church Building (when available – prior to that office space can be available at a Diocese of Leeds office)