



*One in Christ Jesus,
engaged in God's mission,
empowered by the Spirit*

Evangelism & Mission Co-ordinator

- Job title:** Evangelism & Mission Co-ordinator, Churches Together in England
- Location:** Home based, but willing to travel
- Responsible to:** The General Secretary, Churches Together in England
- Salary:** £42–46k, depending upon experience

This is a full-time post (37 hours per week)

General overview:

- 1) The CTE team. The post holder will be a full member of the CTE team and share in the smooth running and corporate responsibilities of meetings, communication, administration and mutual support within the team in order to deliver the aims of the organisation.

- 2) The CTE aims. The post holder will be responsible for furthering the aims of CTE in:
 - Relating to the member denominations of CTE
 - Relating to the Intermediate Bodies
 - Sharing in the task of theological reflection
 - Producing resources in agreement with member churches

Those responsibilities will be apportioned within the team to make sure they are achieved.

- 3) Evangelism and Mission. The post holder will be responsible for two key areas;

A. Evangelism

General. The post holder will be expected to keep abreast of theological and practical developments in mission, evangelism and service, to liaise widely with those who work in these fields, and to share developments and insights when opportunities present. Whilst the role is essentially a networking one, there is also an

expectation that the post-holder will identify opportunities to call colleagues together and initiate work.

The specific responsibilities of the post will be:

1. Networking with those who work in mission and evangelism within the member denominations and associated agencies, and to be open to work with those who share a common interest and concern but are not formally part of CTE.
2. Taking responsibility for planning, agenda, notes, and follow up for the meetings of the *Churches Group for Evangelisation* in close cooperation with the group's moderator and members.
3. Contributing to the wider evangelism networks by (eg), *Hope Together* and the *Evangelical Alliance*, and maintaining the flow of news headlines/weblinks through the blog site *EvangelismUK*.
4. Representing CTE and the evangelism networks by (eg) acting as representing trustee for the *Christian Enquiry Agency*; participating in the *Gather Collective* and ecumenical coordination with *Thy Kingdom Come*.
5. Providing support, encouragement, information (and where appropriate, practical help) to those engaged in mission and evangelism at intermediate and local level, particularly through the Evangelisation area of the CTE website.
6. Working with the General Secretary, fostering a spirit of collaboration for evangelism and discipleship among the member churches so as to deliver more effectively the proclamation of the gospel of Jesus Christ.

B. Mission

General. The post-holder will promote the brief of 'Mission' in CTE as a whole, which is increasingly amongst the first priorities of CTE, and with such networks in England with 'Home Mission' as a main brief. The post holder will also liaise with the other Ecumenical Instruments in the British Isles as appropriate.

The specific responsibilities of the post will be:

1. Fostering the CTE strategy of 'relationships, mission and theology' in relation to the churches in England, and to reflect and resource such eg in networking, conferences, writing.
2. Linking with the *Churches Rural Group*, by being in contact, providing relevant information, receiving Minutes, reporting to CTE network, placing resources on CTE website 'Rural Mission' area.
3. Act as secretary for the *Churches' Group for New Housing Areas*, co-ordinating meetings, writing notes and collating web-resource information.

4. Linking with CTE Coordinating Groups and 'Bodies in Association re 'Mission', especially in relation to information on the CTE website as may be relevant to 'Churches Together'.
5. To develop further the co-ordination of social enterprise initiatives, social action projects and other expressions of the compassionate action of the churches, and in this role in particular, liaising with CTBI and the member churches, together with many of the CTE 'Bodies in Association' working in these areas.
6. Offering advice and sharing news across the networks, both formal and informal.

The balance between the two aspects of the work and the establishment of priorities will be undertaken in discussion with the line-manager (the General Secretary). This will include maintaining web-based information and resources in these areas on a regular basis.