

PERSON SPECIFICATION



Ecumenical Lead

Flexible working arrangements

Two positions: one in Essex, one in East London

Attributes	Essential	Desirable	Method of Assessment (see key below)
Education and training	A level or equivalent qualifications or experience	Qualification in theology or ecumenical studies or equivalent experience	A Q
Experience and ability	Genuine Occupational Requirement for the post-holder to be a practising Christian in accordance with the Equality Act 2010 - is committed to being an active member of a church	Is a member in good standing of one of the member churches of Churches Together in England, or of a church eligible for membership of Churches Together in Essex and East London	A I
	Familiar with and experience of church structures at local, regional and possibly national level with an understanding of Churches Together	Demonstrates respect for different beliefs, practices and ways of life	A
	Previous involvement in the leadership of an ecumenical partnership or Churches Together project	Ecumenical relations – understanding of local working and the associated governance/ documentation	A
	Forms relationships with partners organisations to involve them in ecumenical cross-church events to promote Kingdom values in the community	Experience of working with MPs, local authorities, social justice campaigns, Citizens UK, chaplaincy, national Christian initiatives etc.	A I

	Can represent church leaders in networks and ecumenical events	Has experience of working with or in senior leadership or equivalent	I
	Ability to collaborate and be the ambassador for tasks undertaken	Previous experience of team working and or job sharing	I
Knowledge and skills	Skill in written and spoken communication, including addressing small and large groups with clarity.		A I
	Competence in the use of IT, administrative, organisational and committee skills, including clear and accurate record-keeping	Managed social media, created newsletters or maildrops, maintained websites and experience of desktop publishing	A I
	Understanding of the challenges and opportunities for ecumenical mission - new initiatives, pioneering, outreach ministry within and without church buildings	Skill to grasp complex issues and to retain objectivity	I
Special qualities or aptitudes	The ability to think creatively, take the initiative and plan - to balance the need to fulfil core tasks with the flexibility the post offers	Can develop the work according to their gifts and experience	I
	A positive and hopeful outlook and the skill of encouraging, inspiring and supporting others	Good humour and approachability	I
	Demonstrates discretion, tact and the ability to listen, respect and keep confidences		I

Any other requirements	Ability to work alone and on own initiative - to manage their own time within a flexible working arrangement		A I
	Car owner with valid driving licence or the ability to undertake the role by other means of transport		A I Q

Key:

A – Application

I – Interview

Q – proof of qualification (certificates or transcripts)

September 2020