



Job description

Anna Chaplaincy - Church Lead

Who we are

BRF is a Christian charity that is passionate about enabling people of all ages to grow in faith and understanding of the Bible. BRF resources the spiritual journey of individuals and the mission and ministry of local churches.

The role

Main purpose: To focus on the growth of the Anna Chaplaincy network, working with denominations, individual churches and church groups to get Anna Chaplaincy started and established.

Reporting to: Chief Executive

Direct Reports: 2x National Anna Chaplaincy Coordinators (both part-time)

Location: Home-based with regular travel and visits to the BRF office, Abingdon

Hours: Full-time (37.5 hours per week)

Salary: £31,500

Main areas of responsibility

- Champion and raise awareness of Anna Chaplaincy among church groups and denominations as well as relevant secular groups
- Proactively engage with individuals in church structures with responsibility for pastoral care, chaplaincy, community engagement and vocational pathways, helping them understand the contribution of Anna Chaplaincy to these areas of church life
- Take forward and develop new opportunities to collaborate with other charities, networks and organisations
- Respond to strategic opportunities to speak and/or write about Anna Chaplaincy
- Support BRF's Head of Fundraising, as required, in the preparation of funding applications and other fundraising and communications activity for BRF and Anna Chaplaincy
- Develop collaborative and mutually beneficial working relationships with other BRF ministries
- Promote BRF and its ministries as the opportunity arises

Skills and experience

Essential

- Experience of working within different church denominations and structures
- Awareness of ageing and the challenges of it
- Excellent communication and presentation skills, both written and verbal
- Ability to build strong connections and relationships
- Experience of managing others
- Excellent organisational and time management skills
- Self-starter, able to work on own, but also to relate to a wider team
- Creative and innovative
- Ability to inspire others, both within and beyond BRF
- Ability to listen to and value the contributions of others
- Ability to work with others from different backgrounds
- An understanding of safeguarding and the considerations needed when working with vulnerable, older people
- Proficiency using Microsoft Office, the internet and social media
- Full UK driving licence
- Strong commitment to the aims of the organisation

Desirable

- Experience of working with older people/ministry among older people
- Experience of working remotely
- Experience of managing people remotely

Other requirements

- The post holder must be willing to travel and to spend time away from home in the course of fulfilling this role

Benefits

- 28 days' holiday per annum, including Bank Holidays (increasing to 33 days after 5 full years' service)
- Additional 3 days off between Christmas and New Year
- Auto enrolment pension scheme (8% employer contribution, 3% employee contribution)
- Private Health Insurance (after successful completion of probationary period)
- Flexible working opportunities; TOIL scheme
- Employee Assistance Programme

There is an occupational requirement that the role be held by a Christian, as defined by the Equality Act 2010.

To apply, please send your CV and a covering letter, outlining how you meet the skills and experience required, to peopleadmin@brf.org.uk.

Closing date: 5:00pm on Friday 3 December 2021

By applying for this role, you agree to BRF processing your personal data supplied in your application for the purpose of recruitment and selection. For further details regarding how BRF processes personal data, please visit www.brf.org.uk/privacy-policy/