**DURHAM DIOCESAN BOARD OF FINANCE (DDBF)**

**Cultivate Network Coach**

**JOB DESCRIPTION**

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| **JOB TITLE:** | Cultivate Network Coach |
| **GRADE:** | 5.1 - £29,470 |
| **ACCOUNTABLE TO:** | Church Planting Project Manager |
| **LOCATION:** | Cuthbert House, Stonebridge, Durham, DH1 3RY |
| **KEY RELATIONSHIPS:** | Church Planting Project Manager  Parish Clergy and Churchwardens  Growth Team and Mission, Discipleship and Ministry Team  Archdeacons  Safeguarding Lead  Diocesan Secretary  Other diocesan staff |
| **BACKGROUND:** | As Durham Diocese develops its “Cultivate Strategy”, with a goal of planting 100 new Christian communities by 2029, the need to embed a robust leadership training pipeline for lay and ordained leaders has been identified. As a Diocese we have already seen some success in the planting of new Christian communities throughout our region, and now are developing pathways to train a new generation of missional leaders, partnering with the national church to imagine new forms of church planting. This role will work alongside the Planting Project Manager in developing and presenting the Cultivate Pathway of leadership development, providing an inspirational and practical training programme for lay and clergy to enable planting. |
| **JOB SUMMARY:** | Working within a leadership development framework of ‘Awaken / Identify / Equip / Release / Repeat’, the Cultivate Coach will embed and present growth, leadership and capacity-building programmes for the process of planting new Christian communities. The Coach will work with churches to develop bespoke plans and programmes for development of leaders and teams. They will also be responsible for the provision of a variety of workshops, learning communities and individual coaching, preparing Plant Leads and their teams to launch and grow new Christian communities. |

**KEY DUTIES AND RESPONSIBILITIES SPECIFIC TO THIS POST:**

1. The Coach will work alongside the Church Planting Project Manager and identified Clergy leads to support the Cultivate Church Planting Strategy.

2. The Coach will develop a 1:1 support strategy firmly rooted the in Christian principles of discernment and enabling.

3. The Coach will strengthen relationships with external providers and maintain appropriate processes, in order to ensure consistent quality and effective development.

4. The Coach will work alongside the Church Planting Project Manager, providing both up front training & teaching, as well as individual coaching and mentoring.

5. The Coach will develop a team of mentors who will work alongside planting churches to embed best practice and evaluative learning, as well as providing prayerful pastoral support and guidance.

6. The Coach will share responsibility with the Church Planting Project Manager for presenting agreed training programmes and for coordinating the involvement of other experienced practitioners in the training process, including the Evangelism and Discipleship Co-ordinator.

7. The Coach will be responsible for tracking the progress of planting churches in regard to leadership development, and challenge or encourage appropriately to ensure targets remain on track.

8. The Coach will work with the Church Planting Project Manager to support the development of a leadership pipeline for lay leaders, including programmes like the Action Course, ‘Lead’ (in partnership with Cranmer Hall), MEV programme and Health for Growth Learning Community, as well as linking up with the IME and discernment processes (see appendix for a glossary of terms).

9. The Coach will have responsibility for the Durham Diocese MEV programme as a route to developing young leaders. This will include management of placements, coaching of MEVs, review and appraisal systems, and working alongside the Cultivate Network Coordinator in recruitment, management and visionary development of the programme.

*The main duties and responsibilities of your post are outlined in your job description. This list is not exhaustive and is intended to reflect your main tasks and areas of work. Changes may occur over time and you will be expected to agree any reasonable changes to your job description that are commensurate with your banding and in line with the general nature of your post. You will be consulted about any changes to your job description before these are implemented.*

**COMMON DUTIES AND RESPONSIBILITIES:**

**Health and Safety**

Under the Health and Safety at Work Act 1974, whilst at work you must take reasonable care for your own health and safety and that of any other person who may be affected by your acts or omissions. In addition, you must co-operate with the DDBF on health and safety and not interfere with or mis-use anything provided for your health, safety and welfare.

**Confidentiality**

You must not pass on to unauthorised persons, any information obtained in the course of your duties without the permission of your line manager.

**Safeguarding**

If at any time the post-holder sees or hears anything that could suggest a safeguarding risk or has any other reason to be concerned, it should be reported immediately to the Diocesan Safeguarding Adviser (DSA).

**Equality, Diversity & Inclusivity**

The DDBF is committed to promoting a diverse, non-discriminatory and inclusive community that gives everyone an equal chance to learn, work and live free from discrimination, bias and prejudice. To ensure our commitment is put into practice we have an equality policy which includes responsibility for all staff to eliminate unfair and unlawful discrimination, advance equality of opportunity for all and foster good relations.

If at any time the post-holder sees or hears anything that could suggest a breach to our commitment and policy to equality, diversity and inclusivity or has any other reason to be concerned, it should be reported immediately to your line manager.

**Genuine Occupational Requirement**

Due to the nature of working in a specifically church leadership context, the post holder must be an active communicant member of the Church of England, or a full member of a church belonging to Churches Together in Britain and Ireland or the Evangelical Alliance.

This post is exempt under paragraph 3 of Schedule 9 of the Equality Act 2010. The Diocese of Durham supports and promotes the aims of the Church of England.

**Cultivate Network Coach**

**PERSON SPECIFICATION**

The ideal candidate will be someone with a range of experience in evangelism, mission, developing new expressions of church, as well as training and leading missional teams. They will be someone with energy and passion, able to engage a wide variety of trainees with relevant and creative presentations. They will be equally adept at both speaking confidently and listening carefully. They will have a central value of seeking to empower and inspire those around them to achieve their greatest potential.

The Cultivate Coach will embody, champion and disseminate the key values of our Church Planting Culture:

• **Commitment to Prayer** – We are committed to engagement with the Holy Spirit as senior partner. The outcomes are God dependent, and we simply listen and respond as God leads. Church growth begins in prayer.

• **Generosity of Spirit** – We are committed to developing a culture of ‘giving away’ in terms of gifting and resources. Praying for one another, giving to one another, learning from one another and sharing with one another.

• **Passion for Empowerment** – We are committed to making church health, growth and planting a “whole church” endeavour. We will establish systems and cultures which are effective in releasing leaders at every level and creating an environment whereby we can plant healthy churches which plant healthy churches.

• **Leading with Creativity** – We are committed to reaching people we have never reached, which will require innovative thinking.

• **Willing to Take Risks** – We recognise that church plants are founded in faith. This strategy assumes that the Church is God’s Plan A for the transformation of our communities, and there is no Plan B.

• **Encouraging through Celebrating** – We are committed to: building a community of pioneers and leaders who serve the needs of the Kingdom over their own; rejoicing together over the small things as steps to the big; developing a community of church planters who celebrate the value of evaluated experience; shared learning, elevating, and supporting each other publicly and privately.

This section outlines the requirements and qualities the post-holder needs in order to fulfil the post. These are divided into ‘essential’ and ‘desirable’ criteria. ‘Essential’ criteria are those that the post-holder absolutely must have in order to do the job, that is the job cannot be done without those qualities. ‘Desirable’ criteria are those qualities that would be either useful, an advantage or preferable to have in order to do the job or those which can be trained to do, that is the job can be done without those qualities.

The table below also identifies how the criteria will be assessed. Please ensure that you demonstrate, as a minimum, the ‘A’ criteria on you application form.

**A Application Form**

**I Interview**

**A & I Application Form & Interview**

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| **Ref:** | **Criteria** | **Essential /**  **Desirable** | **A / I** |
|  | **QUALIFICATIONS** |  |  |
| 1 | The successful candidate should have **at least one** of the following:   * Theological training from a recognised institution   OR   * Coaching or mentoring qualifications   OR   * Education to degree standard | Essential | A |
|  | **EXPERIENCE** |  |  |
| 2 | Experience of leading missional teams and planting of new Christian communities. | Desirable | A |
| 3 | Experience of effective developing and delivering training. | Essential | A |
| 4 | Experience of working in a coaching or mentoring capacity with individuals and groups. | Essential | A & I |
| 5 | Experience of working with a wide range of demographics, including diversity of age and race, socio-economic background, and educational experience. | Desirable | A |
| 6 | Experience in strategic implementation of systems and processes to support and develop individuals and teams. | Desirable | A & I |
| 7 | Experience of working in the church context, particularly the Church of England. | Essential | A |
| 8 | Experience in leading leaders. | Desirable | A & I |
|  | **KNOWLEDGE** |  |  |
| 9 | Familiarity with current and historic practices and trends in church planting. | Desirable | I |
| 10 | A willingness to undertake additional training as required, and committed to ongoing learning. | Desirable | A |
|  | **SKILLS & APTITUDES** |  |  |
| 11 | Excellent written and oral communication skills including competence in public speaking, with the ability to adapt style to a range of audiences. | Essential | A & I |
| 12 | Strong independent organizational and time management skills with the ability to adapt to a challenging workload. | Essential | A |
| 13 | Excellent leadership and interpersonal skills | Essential | A & I |
| 14 | Confident IT skills with good knowledge of various presentation tools | Desirable | A |
| 15 | Motivated self-starter with a flexible attitude, demonstrating enthusiasm, resilience and tenacity. | Essential | A & I |
|  | **PERSONAL ATTRIBUTES & COMPETENCIES** |  |  |
| 16 | Able to work flexible day, weekend and evening hours. | Essential | A |
| 17 | Access to own transport, to support travel across the Diocese. | Desirable | A |
| 18 | A deep commitment to a personal Christian faith and a motivation to see that grow in others. | Essential | A & I |

Appendix: Glossary of terms

**Cultivate Programme –** The Cultivate programme seeks to gather “people of energy” from around the Diocese who feel challenged to grow the Church through new Christian communities that are speaking the language of the 99% who are not currently in Church. Linked to the national Myriad vision, many of these new Christian communities will be small-scale, lay-led, and contextually appropriate to the communities they are serving. Churches who engage with the process of training, resourcing and accountability, form a Network of practitioners who challenge and encourage each other in the pioneering process.

**Ministry Experience Volunteering (MEV) Programme** – A one year programme of church placement, theological training and mentoring for young adults looking to discern their calling in ministry, whether as a precursor to pursuing the ordination pathway or as a way to gain skills and experience to serve to a greater degree within their context.

**Lead** – A Lay Leaders training programme, aimed at increasing confidence, developing capacity, and expanding the leadership skills of church members who are interested in taking a key role in church planting and growth. Developed in partnership with Cranmer Hall.

**Health for Growth** – A programme designed as a forum of ideas and action planning, gathering clergy and their teams who are actively pursuing the option of planting new Christian communities. The Learning Community helps provide both inspiration and practical application in order to help increase capacity for growth through leadership thinking, empowerment processes and strategic planning.

**Action Course** – The Action Course is designed to empower participants to take responsibility for their actions, to grow in confidence, put faith into action, and deliver meaningful change locally through identifying ways in which they can help transform lives and improve their communities.

**IME** – Initial Ministerial Education: The training process for ordained ministry.