

Serving our Communities Worker

To support our ongoing work, we are looking to appoint a capable and enthusiastic team member to support the implementation of our Serving our Communities work. This ministry has developed out of a desire to help Emmanuel Church find ways to serve our communities, particularly those who are poor, disadvantaged or have little access to statutory support.

The following ministries are currently overseen by our Serving our Communities Deacon:

CAP

- Life Skills and follow-on group
- Befrienders for those in debt

Ukrainian Refugee Support

- Practical support for Ukrainians living in Oxfordshire

ASIOX

- Befrienders
- Practical help for survivors of exploitation

Cross Cultural Communities

- Chat Café for vulnerable migrants
- Welcome Churches – welcome and discipleship for asylum seekers

We are looking for an individual who has deep compassion for the poor and a passion for social justice, who can help us develop these ministries and look for other opportunities to expand this work. Our aim is to respond to the clear call of scripture and ministry of Jesus to attend to the needs of the poor and the oppressed. We want to find ways to help build a safety net for individuals who are vulnerable to being mistreated and exploited. We also want to create clear pathways to help these individuals find faith and a place in local church community.

This is a new role with a view to starting in May 2024, working 2.5 days per week on a fixed 1 year contract, with the possibility of extension subject to future funding.

Key responsibilities

- To manage and develop this ministry with support and direction from the SOC Leader.
- To take the lead on developing the CAP Life Skills course and follow on group.
- To provide support to the SOC individual ministry team leaders.
- To build relationships with referral partners and external agencies.
- To recruit, train, manage and support volunteers.
- Insuring safeguarding procedures are implemented across SOC ministries.
- To develop and manage the necessary processes and structures in order to ensure compliance with good practice and guidance.
- To identify any gaps in policies and procedures relating to SOC.

Person specification

Essential

- Ability to review, lead and develop projects.
- Ability to lead and manage team leaders.
- Ability to motivate, manage and support volunteers.
- A background in social action or working with vulnerable adults.
- Have well-developed interpersonal skills, able to communicate clearly and effectively.
- Ability to work independently and flexibly.
- Experience of adult safeguarding.
- Must be willing to undergo an enhanced DBS check.

Desirable

- A good knowledge of policies, procedures and processes needed when working with vulnerable adults.
- Experience of teaching courses to vulnerable adults.
- Proficiency working with the Microsoft suite of applications.
- Experience of managing budgets.

Key details

- Salary range: £25,290 - £27,353, full time equivalent, dependent upon experience.
- Hours: 2.5 days p/w.
- Initial twelve-month contract.
- Annual Leave: Five weeks plus Bank Holidays (Pro-Rata).
- Location: Role based in the Church office.
- Start date: May 2024.
- Please note that the person fulfilling this role will need to be a committed Christian who shares alignment with Emmanuel's vision and values, and the expectation is that the successful applicant will be or become an active member of Emmanuel Church Oxford.

This role is reporting to and supported by the SOC Leader, Sue Brockes-Smith.

Please note that this is one of a number of part time roles currently advertised within Emmanuel, we would consider combining part time roles to form a full-time role.

Please feel free to enquire about this position, or to apply please send your CV and covering letter to Matt Partridge, Senior Pastor, mpartridge@emmanueloxford.org.

Application deadline: 17th April 2024