

Inclusive Church

National Coordinator

Person Specification



Essential

A practicing Christian in full membership of a church within Churches Together in Britain and Ireland committed to the aims of Inclusive Church

Evidence of an understanding of the theological issues underpinning the aims of Inclusive Church

Excellent oral and written communication skills

Proficient IT skills , including website management and database and administration

Evidence of an excellent working knowledge of the use of social media

Evidence of the ability to work constructively and communicate effectively outside an organisation

Evidence of the ability to evaluate work and respond creatively to change

Evidence of the ability to develop, nurture and supervise a volunteer base

Evidence of the ability to identify, strengthen, produce and develop effective publications and resources.

Evidence of the willingness and ability to arrange the storage, erection, and transportation of substantial exhibition equipment, publications and educational resources.

Evidence of self-motivation, and the ability to work independently and as part of a team.

Ability to work alone, and a willingness to work flexible and unsocial hours.

Evidence of the ability to plan and organise events successfully.

Possession of a full driving licence and use of a car.

Financial literacy with the ability to work to agreed budgets

Desirable

Evidence of a working knowledge of Drupal, Mailchimp and Office 365

Evidence of a working knowledge of data management and CRM systems

Evidence of previous successful experience of identifying funding opportunities

The position is subject to an enhanced disclosure from the Disclosure and Barring Service (DBS).

There is an occupational requirement that the post holder is a practicing Christian.