

## **Associate Pastor Recruitment:**

### **Candidate Information Pack**

*(Job Description, Person Specification and How to Apply)*

#### **Introduction**

Hope Church Beaconsfield is a community-based church of around 90 attendees including children and youth. Our mission is “*to help all people find their place in God’s family and their purpose on God’s mission*” and our aim is to see people come to the knowledge of God (Father, Son and Holy Spirit) through relationship with Him and the church, to grow in spiritual maturity and to fulfil God’s purpose for their lives, bringing glory to Him.

We adhere to the Evangelical Alliance statement of Faith ([available here](#)) and belong to the New Frontiers family of churches, under the Commission sphere ([click here for more information](#)). We also partner with local churches in ecumenical activities. Established in 1915 as a local baptist church, we have a long history in the local area and strong community links.

We are very much a family church and a warm welcome awaits all visitors and seekers. Our Sunday mornings provide for children and youth (currently between 15 - 20), as well as adults, and during the week we have a number of small groups. Each year our youth attend [Newday](#) and the church attends the [Commission Festival](#).

Our current outreach ministries include a popular toddler group, a weekly primary school-aged kids club, coaching at a local secondary school ([via TLG Early Intervention](#)) and a weekly evangelistic ministry to local residents providing community and interest. These are overseen and supported by our team of Elders and Trustees, together with our full-time Pastor, our part-time Operations Manager and a host of volunteer leaders. We also have a Pastoral Care Team that seeks to support and care for all of us in the church family. In addition we support a number of UK and overseas missions, we are involved in a large annual ecumenical Christian holiday club and a number of our members actively serve the local food bank and advisory centre.

We believe that God is calling us as a church and as individuals to be intentionally ***loving people towards Jesus***, to be proactively ministering to the poor and to children & young people and to be a church that welcomes diverse needs. We believe God intends to grow us as a church through people coming to faith and growing in maturity.

We are now seeking a full-time Associate Pastor to work with our pastor and the eldership in fulfilling this calling.

**Job Status:** Full-time anticipated but part-time will be considered. The post will be permanent.

## **Job Description**

### **General overview of duties:**

The person appointed will work closely with the pastor, the eldership, other staff and leaders of individual ministries. On a day-to-day basis they will report directly to the Pastor who will also set out objectives and conduct regular reviews

There will be a strong emphasis on developing the spiritual health of the church family and missional activity within the community. Youth work, pastoral care and community interaction will be particular areas of focus for the role. The working environment requires a flexible approach. Leadership of specific activities is anticipated to be “situational” to optimise the gifts and talents of the church leadership and membership. The appointee will be expected to demonstrate growth potential and will be supported to develop as a church leader.

### **Core Responsibilities:**

- Wider Church Life and Missional Approach
- Outreach
- Children and Youth

### **Area One – Wider Church life and Missional Approach**

To play a full and active role in the overall church life, including (but not necessarily limited to):

- Leading worship/teaching (frequency and context to be agreed)
- Working with our pastor to develop our missional approach to our defined communities
- Pastoral Care as part of the pastoral care team of the church
- Fostering the gifts of the Holy Spirit in the body of the church
- Oversee communication of areas relevant to the role – including website, social media and coordination of volunteer ministry leaders .

### **Area Two – Outreach**

Work with our pastor to develop an outreach (and accompanying pastoral care) strategy targeted at supporting the needs of those within the church family and our broader community with the underpinning objective being proclaiming the good news of Jesus Christ. This will include (but not necessarily be limited to):

- Identify priority areas of need in conjunction with representatives of our wider community and oversee the resourcing and delivery of suitable support (e.g. parenting course, marriage course, etc)
- Building relationships and improving communications with families that interact with any aspect of church life
- Explore ways of integrating our current ministries and potential ministries into a more cohesive missional approach to the communities which we serve.
- Develop a targeted approach for pastoral care for families within the church in conjunction with the Pastoral care team

### **Area Three – Children and Youth**

Overall responsibility for the development and delivery of children and youth engagement and teaching programmes. This will include (but not necessarily be limited to):

- Work with eldership and volunteers to determine the priority areas, strategy and approach for our youth mission and discipleship activities
- Support, equip, encourage and care for volunteers working with children and youth (including resourcing any training/pastoral support needed)
- Be hands-on involved where necessary
- In conjunction with Designated Safeguarding Lead ensure children's / youth work is carried out in line with best practise / safeguarding procedures / parental permission etc

The role will include regular time with the pastor to pray, plan and prepare.

## **Person Specification**

The specifics of the person we seek to appoint are outlined below; underpinning these is a desire to identify who God has appointed for this role. We see the role not as an employment but as a calling, a “releasing” for the purpose of ministry in general and specifically for us, Hope Church Beaconsfield. With this in mind, we are wanting someone to come and join our church family (1 Thessalonians 2:8) and in return to enable your calling to be a joy (Hebrews 13:17)

Assuming this resonates, then we are looking for someone who meets the following criteria:

### **Character**

- Fulfils the character requirements outlined in 1 Timothy 3:1-7 and Titus 1:5-9
- Passionately committed to the work of the church in proclaiming and extending the Kingdom of God
- Hardworking, and understanding of the flexible demands of ministry hours
- Teachable: humble, willing to learn, to work as part of a team, to be challenged and corrected
- Spirit-filled: Evidence of a strong personal devotion and prayer life, excited by the work of the Holy Spirit and the use of His many gifts.
- A growing follower of Jesus, committed to your own ongoing walk with God
- Servant-hearted
- Enthusiastic with a good sense of humour

### **Calling**

- Someone who has a sense of calling to church-based ministry and the desire to develop as a church leader
- Loves people, and is willing and able to support those working through times of difficulty or questioning, bringing compassion and wisdom.
- And is passionate about building God’s church and communicating the Gospel both personally and through the Body of Christ, sharing our conviction that the local church is the hope of the world.

### **Competent**

- Excellent verbal and written communication skills
- Able to work with volunteers – empowering, delegating, and encouraging
- An ability to communicate well, plan, organise and motivate
- With experience of working with and developing healthy and effective relationships with people from various backgrounds.
- Experience of taking a leadership role in a team.
- Gifted in presenting the Gospel to individuals and groups of people in an engaging and relevant way
- Able to stimulate a desire in church members to want to communicate the Gospel and to give encouragement, teaching and training to help, as necessary
- Strong administration skills including relevant office software.
- *Desired:*
  - Some appreciation of current legislation and best practise guidelines relating to safeguarding and working with vulnerable individuals. Although we would provide access to training in this.
  - Some theological training/qualification or working towards this

### **Chemistry**

- An understanding and respect of the values and culture of our Church. Whilst this does not demand unilateral agreement (you need to have your own voice!) it is essential that we have unity in our vision and core values.

## **Working Requirements & Remuneration**

- 37.5 hours per week worked flexibly (this will include some evenings and Sundays, so an ability to be flexible is a must)
- Expectation to be present at major times of year such as Easter and Christmas, church weekend away etc
- Enhanced DBS check
- Salary between £30,000 - £50,000 depending on experience and qualifications (potentially includes assistance with accommodation)
- Enrolment in the NEST pension scheme. Pension contributions of up to 10% by the individual would be matched by the church.
- Holiday allowance is 28 days plus published public holidays in England.
- 6-month probationary period
- As part of our commitment to care for the individual, we would put in place a system of support and development with the pastor/Elders.
- Suitable opportunities for training, development and support will be also funded and provided.
- **It is essential that the candidate has a legal right to live and work in the UK**

## **How to Apply**

If you are interested in this role and would like further information or to speak to the pastor, please email [office@hopebeaconsfield.co.uk](mailto:office@hopebeaconsfield.co.uk) .

To apply please send your CV and a covering letter to [office@hopebeaconsfield.co.uk](mailto:office@hopebeaconsfield.co.uk). In your covering letter please focus on explaining why you believe you are suited to the role with particular emphasis on explaining why you feel **called** to this role and how your experience and expertise aligns with our requirements.

Closing date for applications: **12pm on Wednesday 31st July 2024**

We intend to assess applications on a rolling basis and suitable applicants will be invited for an exploratory discussion in the first instance. We will look to take references in subsequent stages of the application.