

## Job Description: 20<sup>th</sup> June 2024

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| <b>Role:</b>       | <b>Associate Director of Ministry (Permanent role)</b>                                       |
| <b>Location:</b>   | 20 Augusta Place, Leamington Spa, CV32 5EL   |
| <b>Reports to:</b> | <b>Director of Ministry</b>  |
| <b>Hours:</b>      | 37.5 hours per week Flexible hours including some evenings and Saturdays.                    |
| <b>Salary:</b>     | <b>£30,000 per annum</b>   |
| <b>Benefits:</b>   | 33 annual holidays per year pro including bank holidays, defined contribution pension scheme |

### 1. The Well

The Well Christian Healing Centre is a registered charity where people of all faiths and none can come and receive prayer for healing, teaching or training.

Our **vision** is to see people encounter the healing transformative love and power of God. A place of excellence, pioneering Christian healing prayer and practice. A safe place open six days a week to welcome people far and wide.

Ministry is delivered through a trained and developed Team of Volunteers and led by Reverend Anne Hibbert, the Well's Director of Ministry (DOM) and Founder. We currently offer three prayer ministry sessions per week, as well as a busy programme of Quiet mornings, Rest and Receive reflections, Pathway teaching events, healing training courses and guest events.

The Well is moving into an exciting new phase of growth to meet the needs of both people who travel to our purpose-designed centre in Royal Leamington Spa, and those who participate in ministry and events on-line. During 2024 we are further developing pioneering ministry and events covering different specialisms opening the Well more days per week.

Our Director of Ministry opened The Well to the public in 2004, and with her team, has developed a wide-ranging ministry that has seen many receive physical, mental and spiritual healing in wonderful ways. As this new phase of growth gathers pace, she is seeking to increase her focus on training, developing, and mentoring the team to increase the scale of ministry and events.

### 2. Role Summary

This is a new and vital post, reporting directly to the Director of Ministry, which will help to significantly expand the capacity and scope of The Well's ministry. The post holder will have a wonderful opportunity to grow in experience and leadership as The Well's pioneering practice and transformative ministry expands.

The purpose of the role is to:

- Support the DOM in pioneering and delivering prayer ministry and events
- Develop and lead specific ministry specialisms and under the guidance of the DOM
- Lead Quiet mornings and events such as Listening to God conferences and Pathway events
- Learn and capture the prayer specialisms and ministry practice developed over the last 20 years of the Well's experience, and partner with the DOM in supporting, coaching, and equipping the ministry team in delivering ministry and events
- Progressively take on new areas of ministry leadership and planning.

Please note that there is a genuine occupational requirement for the post holder to be a Christian and able to work in agreement with The Well Christian Healing Centre's ethos statement. Due to the

requirement to frequently engage with prayer team and guests we need the post holder to live no further than 30 minutes from the centre.

### **General Responsibilities**

- Work closely with the DOM delivering ministry and modelling The Well's values, conduct and policies, fully participating in the Spiritual life of The Well
- Lead and contribute to regular team meetings and volunteer events giving space for reflection, discernment, and growth
- Progressively work with the DOM in developing and delivering ministry and events—coordinating with the Well's support team as required
- Stand in for the DOM in ministry leadership as needed
- Undertake any other reasonable duties that may be required by the DOM

### **Learn and capture the pioneering prayer ministry and delivery developed at The Well**

- Progressively learn each of the key elements of the prayer ministry detail and practice with the support and coaching of the DOM
- Participate in weekly in-person and online prayer ministry sessions, delivering prayer ministry to a range of different guests and ensuring all feel welcome and cared for
- Further develop guidance and practice through experience

### **Develop, coach and train volunteers in prayer ministry and events**

- Deliver or lead weekly prayer ministry and develop, support, coach and train prayer ministry volunteers
- Draw in, support, encourage and release volunteers to deliver a range of events using their God-given strengths
- Ensure that safeguarding, inclusion and diversity practices and training are fit for purpose
- Capture testimonies and provide insights for Source and other publications

### **Explore, develop and lead ministry specialisms with the support and coaching of the DOM**

- Oversee development and delivery of agreed specialist ministry additions (e.g. Life ministry, bereavement)
- Develop the Well's offer of on-line prayer ministry
- Write support materials for speaking or distribution to guests

### **Lead and/ or speak at events**

- Prayerfully prepare messages and presentation content in required timescales
- Speak at and lead Quiet mornings and other events gaining feedback for continuous improvement or follow-up
- Plan and oversee the delivery of Listening to God conferences and/ or Pathway events
- Support Rest and Receive team when required
- Lead or support the Travelling Well team, speak at churches and other venues

### 3. Person Specification

#### **Skills and knowledge:**

- A thorough knowledge and understanding of the Bible and skill in its application.
- Recognised training in inner healing ministry
- Excellent communicator bringing clarity and inspiration both verbally and with written materials - with the ability to bring God's word to life
- Comfortable in leading large meetings and small groups
- Able to inclusively lead, develop and inspire volunteer ministry teams
- Able to recognise the Spirit's prompting and apply to ministry
- Capable in MS Office and writing presentations and other ministry materials. Ability to learn relevant systems used by The Well (e.g. Canva, Zionworx, Zoom, iTunes)

#### **Experience of:**

- Successfully leading and delivering Christian healing prayer ministry
- Leading groups, events, and meetings in a Christian context.
- Developing and delivering training and compelling talks
- Creating engaging resources that meets the needs of audiences
- Helping people respond to the Spirit in a meaningful and sensitive way
- Building and coaching teams, encouraging, and equipping them to perform effectively

#### **Personal Attributes**

- Mature, prophetic, spirit-filled Christian faith rooted in prayer and the Bible,
- Fully supportive of The Well's Christian ethos statement, and keen to learn and develop the Well's pioneering healing ministry practice and approach
- A team player, mutually accountable and able to bring people together and delegate effectively
- Flexible attitude and enthusiastic to see people encounter the healing love and power of God
- An expectant belief that God heals today
- Proactive, confident, and organised - able to meet deadlines
- Strong personal ethical integrity and able to keep confidences
- Patient and warm with an ability to listen empathetically and care wholeheartedly
- Inclusive and welcoming of guests and volunteers from all backgrounds