

# children hope

## UK DIRECTOR

Job Description & Application Pack





# WHO ARE CHILDREN OF HOPE/CRMI?



Christian Restoration Ministries International (CRMI), also called Children of Hope was founded over 20 years in ago in Uganda by John Bunjo a charismatic Ugandan pastor with a passion for helping to improve the lives of people in his community through education, and sharing the gospel. He developed links with Christians in the UK in NW England, around Manchester, and Kirkby Lonsdale and CRMI (UK) was founded in 2008.

Over the last 16 years the UK side of the charity has steadily grown. Initially, we funded education through local schools, but we went on to raise money and build a school in Bombo, called Way of Salvation Primary School (WoSPS).

Currently, we have over 300 sponsored children in Uganda. The majority of these attend WoSPS, but others attend local secondary schools, and some have now gone to university or attended vocational training courses.

# OVERVIEW

Do you want to lead an international Christian Charity working in Uganda?

Do you have a heart for providing education and initiatives supporting hundreds of children?

Do you have good communication skills and a passion for developing countries?

This could be the role for you!

**SALARY:** £21,000 (£35,000 FTE)

**WORKING ARRANGEMENT:** Remote with occasional trips to the Manchester Office

**HOURS:** Part Time – 0.6 FTE



# WHAT DOES THE DIRECTOR DO?

The Director will be based in the UK and will have close links to the leaders on the ground in Uganda. In Summary, the incoming Director's main priorities will be:

- To attend Board meetings, and to prepare updates and financial summaries as required.
- To manage the small team based in Manchester, including the payroll, pension and HMRC.
- To engage with our donor base by sending regular and personal updates about our children, and the charity's projects.
- To maintain and update our donor database.
- To raise the profile of the charity as widely as possible.
- To develop a fundraising strategy, and to undertake and supervise fundraising including grant funding.
- To investigate the possibility of school or short-term mission trips out to Uganda.
- To manage the finances of the charity, working with our bookkeeper to reconcile the accounts and update our cashflow regularly.
- To work with the accountant and bookkeeper to prepare a set of end of year accounts.
- To calculate, supervise and transfer funds to Uganda.
- To monitor the use of funds in Uganda as per the Charity Commission guidelines.
- To engage with the Ugandan team and develop a good relationship with them.
- To undertake regular meetings online with the Ugandan team.
- To visit Uganda once a year to meet the team face to face, and to review the various projects.
- To ensure compliance with Charity Commission guidelines, and to file the annual report and accounts.



# DESIRABLE SKILL SET

- Passion for children and education in a developing country.
- Enthusiasm and good communication and team building skills.
- Management/leadership experience.
- Financial management with an understanding of charity finance.
- Business skills/ operational management.
- Familiarity with governance and compliance particularly in charity sector working abroad.
- Experience of working overseas.



# TERMS & CONDITIONS/WHAT NEXT?

- The post is offered for 0.6WTE, £35,000 pro rata for one year initially, with a view to working with the charity for 3-5 years.
- We currently have an office in S Manchester, and employ a 0.6WTE freelance administrator. The future of this role would need to be reviewed once the director was established in position.
- The work could be undertaken remotely, although intermittent visits to the Manchester base would be desirable.
- The Director should be a practising Christian whose views align to the Evangelical Alliance statement of faith found on their website [www.eauk.org/about-us/how-we-work/basis-of-faith](http://www.eauk.org/about-us/how-we-work/basis-of-faith)
- To Apply for the position, please send a CV to Nick Johnstone at [lanman747@gmail.com](mailto:lanman747@gmail.com)

