

Programme Director - MA in Contemporary Christian Leadership

Job Title:	Programme Director - MA in Contemporary Christian Leadership
Reports to:	Principal
Direct Reports:	Associate Teachers and Visiting Teachers
Location:	Flexible, can be remote with some visits to Oak Hill College, Southgate, London required, or can be located at College
Appointment:	This role can be part-time or full-time - see below

PURPOSE:

To be the Lead in designing, implementing and delivering our new dynamic and visionary MA in Contemporary Christian Leadership Programme.

PRINCIPLE RESPONSIBILITIES include but are not limited to:

1. Programme Development and Management:

- Lead the design, implementation, and continuous improvement of the MA in Contemporary Christian Leadership.
- Ensure the curriculum remains current, relevant, and fully aligned with the College's beliefs.
- Recruit associate and visiting teachers, working with the Principal.
- Work with faculty, associate and visiting teachers to develop and deliver high-quality formation, teaching and learning experiences.
- Take a key role in the accreditation process for the MA and ensure compliance with academic standards.
- Course evaluation and improvement.

2. Teaching

- Teach core modules within the MA programme in Contemporary Christian Leadership.
- Oversee the teaching of modules delivered by associate teachers.
- Ensure the quality of visiting teacher input.
- Teaching will include:
 - Module preparation for external examiner approval
 - Teaching preparation
 - Curating the Virtual Learning Environment (VLE) site for the modules
 - Delivering lectures
 - Being available to help students at an individual level with their studies as required
 - Marking of coursework, essays, and exams
 - Liaising with the external examiner ahead of the Assessment Board.

3. Student Recruitment

- Working closely with the Director of Engagement:
 - Develop and implement strategies to recruit students to this programme
 - Promote the program through various channels, including public speaking engagements, social media, and outreach.
 - Engage with alumni to build a supportive network and pathway for future students
- Play a full part in College-wide student recruitment including interviewing and all recruitment activities.

4. Financial Management and Administration

- Working closely with the Director of Operations and Finance:
 - Manage the programme budget and resources
 - Secure further funding to ensure the viability of the programme.

5. Wider College Life Participation

- Other duties include but are not limited to:
 - To participate in the life of the College in every way possible, including attendance at chapel, leading services, and/or preaching as invited.
 - To research, write, and publish in chosen fields where appropriate.
 - To participate in appropriate professional development activities and to seek to attain the highest possible standards in teaching.
 - Other administrative, programme and/or pastoral responsibilities which are broadly consistent with this role.
 - To undertake other duties which are broadly consistent with this role.

Occupational Requirement

There is an Occupational Requirement that the post-holder is a Christian. The Equality Act 2010 applies. The postholder will be in agreement with, hold to, and live out the theological position, aims, and objectives of the College. You may be required to sign the College's statement of faith.

You can read what we believe [here](#).

Person specification

The person appointed will:

- Be committed to the evangelical ethos of Oak Hill, as stated on the website under the section entitled 'What We Believe'
- Be seeking to conform their life to the likeness of Christ
- Be committed to the vision, beliefs and values of Oak Hill
- Possess, or be near the completion of gaining, a PhD or DMin in Christian Leadership or another theological discipline. Candidates who do not have this but have equivalent professional experience are welcome to apply or contact us for further discussion
- Minimum of five years experience in a senior leadership role within a Christian and/or academic organisation
- Be able to deliver and teach to meet the standards of the college
- Have a passion for developing Christian leaders for healthy churches
- Be innovative and forward-thinking
- Have excellent time management skills and the ability to organise their workload and that of others
- Be committed to both the pastoral and academic formation of students
- Be able to inspire others through the articulation of their own leadership development journey
- Have an honest, authentic awareness of their own leadership development, having done the hard work of understanding their own motivations for leadership, leadership approach and styles, strengths and weaknesses and be a continuous learner in this regard
- Be a reflective leadership practitioner
- Desirable - experience of leading in the Church and in ministry outside the Church and in the marketplace.
- Demonstrate self-awareness regarding the dynamics of small team working and ability to contribute positively
- Have an understanding of and be committed to safeguarding principles and practices
- Have the legal right to work in the UK.