

## ROLE PROFILE

### Job Title

<b>ROLE TITLE</b>	Pastor - Communications, Engagement and Learning Hub
<b>LEVEL</b>	Associate Pastor
<b>LINK TO ORG MAP</b>	SLT and Trinity Learning Hub
<b>LINE MANAGER</b>	Lead Pastor
<b>DATE CREATED</b>	14-4-22

### PURPOSE AND MAIN RESPONSIBILITIES

<b>PURPOSE</b>	<ol style="list-style-type: none"> <li>1. Coordinate and develop an effective communications strategy across the life of Trinity ensuring quality and consistency of tone and increasing engagement with all key audiences</li> <li>2. Serve as part of the Trinity Learning Hub team, facilitating and delivering courses, programmes and resources with special responsibility for the FORM programme.</li> <li>3. Working closely within the team of pastors contribute to the pastoral care and development of ministry across the church family</li> </ol>
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<b>RESPONSIBILITIES</b>	<p><b>Communications and Engagement</b></p> <ul style="list-style-type: none"> <li>• Work collaboratively with the Lead Pastor, other pastors and ministry leaders across the church family to develop and continually review an effective communications strategy for Trinity which will ensure regular flows of information and engagement across all audiences with consistent tone and values.</li> <li>• Lead on all aspects of the practical implementation of the agreed strategy - managing budget, coordinating priorities and key messages across staff and volunteer teams, managing media team and external providers for content production, scheduling campaigns and developing new channels and resources as required.</li> <li>• Innovate and develop ways of using our online presence to share inspiring stories, express our vision and develop our strategic priorities - including worship and prayer, community and discipleship, evangelism and transformation - all with consistent tone and values.</li> <li>• Serve as Trinity's key 'online' pastor for all of the above - developing engagement with different audiences from existing to potential new members and across existing and new partners, ensuring effective practical and pastoral responses for existing and new contacts and developing new tools.</li> </ul> <p><b>As a member of the Trinity Learning Hub team</b></p>
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	<ul style="list-style-type: none"> <li>● Work collaboratively with other Hub pastors and volunteer leaders to develop the vision, strategy and key priorities for the Trinity Learning Hub and serve as part of the core teaching team.</li> <li>● Take special responsibility for developing, promoting and running the FORM 18-23 programme.</li> <li>● As part of the team, contribute to Trinity’s emerging strategy to serve as a resource planting church across the Diocese of Gloucester and in partnership with church networks such as New Wine - teaching, helping to develop resources to equip leaders and training teams to serve in new plants and expressions of church.</li> </ul> <p><b>Contributing as a Pastor to the care and ministry across the church family</b></p> <ul style="list-style-type: none"> <li>● Pray and serve with other Pastors in Trinity’s wider mission purposes and vision, offering your gifts and talents wherever there is a shared sense of calling. In agreement with the Lead Pastor, from time to time being being deployed to serve specific needs in ministry areas.</li> <li>● Share with the Pastor’s team in the general leadership, pastoral care and support of members of the Trinity Church family.</li> </ul> <p><b>General - as a Member of the Staff Team</b></p> <ul style="list-style-type: none"> <li>● Participating in staff meetings and weekly staff prayers and actively sharing in the wider life of the church community through Sunday celebrations, Life Groups, prayer and community gatherings.</li> <li>● Abide by the values shared at Trinity and the terms and conditions of staff employment as set out in the staff handbook.</li> <li>● In line with the overall objectives of the post and as agreed with your Line Manager, be willing to develop and undertake new responsibilities as the ministry and vision of Trinity develops and changes over time in ways that may not be foreseen. On occasion, serving outside of usual working hours if required.</li> </ul>
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**THE PERSON**

<p><b>EXPERIENCE / KNOWLEDGE REQUIRED</b></p>	<ul style="list-style-type: none"> <li>● Committed, passionate and prayerful, worshiping lover of Jesus for more than 10 years</li> <li>● Significant experience of both pastoral ministry and communications strategy in a larger church context</li> <li>● Experience of leading, managing and motivating teams of staff and volunteers</li> <li>● Experience of developing creative approaches to communications in a ministry setting</li> <li>● A good understanding of the nature of the Charismatic Church and its mission to build the Kingdom of God</li> </ul>
<p><b>PARTICULAR SKILLS / COMPETENCIES REQUIRED</b></p>	<ul style="list-style-type: none"> <li>● A mature and resilient faith in Jesus Christ rooted in responsiveness to the Spirit and sustained through robust patterns of prayer, scripture and personal discipleship.</li> <li>● Infectious gifting to draw people to faith and experience spiritual transformation.</li> <li>● Leadership and relational qualities which attract and enthuse others in team working</li> <li>● Creativity and innovative approaches to ministry and mission</li> <li>● A joy for life; willingness to look for the best and start again.</li> </ul>

	<ul style="list-style-type: none"> <li>Approachable, open-hearted and teachable.</li> <li>Personal administration, time-management and ability to effectively prioritise tasks for self and others</li> <li>Ability to work and manage roles very flexibly including evenings, weekend and during Christian festival periods</li> </ul>
<b>QUALIFICATIONS / EDUCATION REQUIRED</b>	<ul style="list-style-type: none"> <li>Educated to degree level or equivalent</li> <li>Formal ministry or theological study qualifications (desirable)</li> </ul>
<b>OCCUPATIONAL REQUIREMENT</b>	<ul style="list-style-type: none"> <li>It is a Genuine Occupational Requirement that this post-holder is a Christian due to the nature of our organisation and the role being one with aspects of leadership.</li> <li>More information on our occupational requirements can be found on our Equal Opportunities Policy which is available on request.</li> </ul>

### KEY ROLE SPECIFICATIONS

<b>LINE MANAGER</b>	<ul style="list-style-type: none"> <li>Lead Pastor</li> </ul>
<b>OTHER KEY RELATIONSHIPS</b>	<ul style="list-style-type: none"> <li>Trinity Hub team - Leadership pastors, Hub Administrator etc</li> <li>Other senior and Associate Pastors</li> <li>Staff, ministry leaders and volunteer helpers</li> </ul>

<b>FULL TIME / PART TIME (%)</b>	Full time
<b>PAY SCALE AND GRADE</b>	Associate Pastor - salary depending on experience
<b>NORMAL PLACE OF EMPLOYMENT</b>	Trinity Cheltenham Buildings
<b>AUTHORITY TO SPEND</b>	n/a

### **CORE HOURS:**

<b>MON:</b> 09.00 - 1.00	<b>TUES:</b> 09.00 - 1.00	<b>WED:</b> 09.00 - 1.00	<b>THURS:</b> 08.45 - 12.45	<b>FRI:</b>	<b>SAT:</b>	<b>SUN:</b> 09.00 - 1.00 17.30 - 20.00
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Remaining hours to be worked flexibly including evening/weekend work and location (eg some travel may occasionally be needed). Variations will be agreed as much as possible in advance. Where applicable, core hours include 30 minutes as an unpaid lunch break.

<b>OTHER ROLES FOR WHICH THIS ROLE ACTS AS LINE MANAGER:</b>	Media content team
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<b>DATE AGREED WITH LINE MANAGER:</b>	20-3-22
<b>DATE AUTHORISED BY PCC:</b>	28-3-22

