

LEADERSHIP ENABLER

Application Pack



Dear applicant

Thank you for your interest in the post of CPAS Leadership Enabler. We're on the look-out for some excellent leaders with a passion for seeing churches become more fruitful in evangelism. You'll be working as part of our dynamic leadership development team to deliver quality leadership training across the UK. We've got several posts to fill, part or full time, and if you are someone who wants to make a difference, please read on....

Over the last year we have been prayerfully discerning God's way forward for CPAS. Through the process there are four things that have bubbled to the surface that we long and pray for:



As a result of this we have identified four strategic projects for CPAS in 2020-2025. As part of our leadership development team, you will be responsible for helping deliver on three of these:

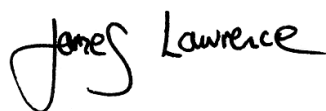
- To equip 1000 ministers and focal leaders to lead fresh expressions, congregations and churches (including MPBs) to be more effective in evangelism, so that each church sees more people become disciples of Jesus Christ.
- To help church leaders motivate 50,000 Christians to be competent, motivated and courageous in the sharing of their faith.
- To accompany 60 of our patronage churches with a recently appointed incumbent to ne more effective in evangelism.

You will also be involved in a wide variety of other leadership training opportunities with church leaders in the UK and Ireland,

This is a process of discernment. If you're excited by these possibilities and the role outlined here, then enter that process with us. Hopefully this pack tells you everything you need to know to decide whether this might be the role for you, but if you would like an informal discussion about any aspects of the role or the details in this pack please contact James Lawrence (Leadership Principal) on jlawrence@cpas.org.uk.

We look forward to receiving your application.

Yours in Christ,



James Lawrence, Leadership Principal

Sovereign Court One (Unit 3), Sir William Lyons Road, University of Warwick Science Park, COVENTRY CV4 7EZ

T 0300 123 0780 E info@cpas.org.uk W www.cpas.org.uk

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About CPAS

OUR HERITAGE

CPAS is an Anglican evangelical mission agency working with churches, mainly in the UK and Republic of Ireland. Established in 1836, our founders' purpose was captured in the phrase 'the gospel to everyone with a single eye to the glory of God'. The spiritual needs of women, men and children in our nations continue to motivate us and are reflected in our purpose statement: CPAS enables churches to help every person hear and discover the good news of Jesus Christ.



OUR FOCUS

Jesus was clear that part of his earthly calling was 'to seek and to save the lost' (Luke 19:10). Those who founded CPAS in 1836 shared a conviction that a primary calling of local churches is to enable those who are far from Christ to be reconciled to him, and that CPAS could help resource churches to that end.

Christian witness today can be an uphill challenge where narratives of contemporary culture often appear out of step with those of Scripture. Yet the gospel remains good news for all people. CPAS continues its calling to work with churches and leaders to help them share the gospel afresh in each generation by providing Venture and Falcon holidays for 3000 children and young people, and pioneering into a growing number of schools with the good news of Jesus through our Schools Ventures; appointing evangelical clergy to its 692 patronage parishes; and training, resourcing and supporting thousands of leaders, ordained and lay, across the Church of England.



The focus of our contribution at this time is:

- Galvanising our patronage incumbents to focus their churches increasingly on evangelism.
- Equipping and resourcing ministers and focal leaders to lead churches to be more effective in evangelism.
- Resourcing churches to help Christians be courageous in sharing their faith.
- Enabling children to explore life with Jesus through Schools Ventures.

OUR STATEMENT OF FAITH

The CPAS Basis of Faith is adapted from the Anglican Evangelical Assembly's Basis of Faith and can be read online at www.cpas.org.uk/faith.

OUR LOCATION

The majority of our staff are based at our office on the outskirts of Coventry and 20 minutes walk from Canley station, although some are located elsewhere in the country. We have comfortable, purpose-built and well-resourced facilities, including excellent IT provision and a strong support network. Staff currently working at Sovereign Court live in Warwick, Leamington, Coventry, Solihull and Birmingham, as well as the smaller towns and villages nearby. Our office is very close to the A45, providing easy access to other parts of the country. This post could be based at the office or at home.

ROLE PROFILE – LEADERSHIP ENABLER (EVANGELISM)

OVERVIEW OF ROLE

Job Purpose

To inspire, inform and influence leaders across the Church of England so that evangelism becomes central to how they do church in all its forms.

Core Tasks

In accordance with the CPAS strategic goals and the team's agreed objectives.

- To develop overall leaders in evangelism through teaching and training.
- To co-create content that will facilitate the development of missional leadership at all levels in churches.
- To reflect biblically on leadership and evangelism, and keep up-to-date with leadership and mission theory and practice.
- To actively seek ways to promote and advance the ministry of patronage and Ventures/Falcon.

Accountability and Management

The leadership specialist reports to the leadership principal, and works in accountable peer relationships within the leadership development team.

The team meets monthly for strategic thinking, content development and ongoing learning (normally at the office), and weekly for tactical decisions, catch up and support (online). We are also in touch with one another on a regular basis for sharing of ideas and challenges, encouragement and support. However it is worth pointing out that much of the delivery aspect of the role will be on your own.

Communication

- Internally: leadership principal and team, VF principal, patronage secretary, and director of ministry.
- Externally: lay and ordained leaders in churches, diocesan staff and peer/partner organisations.

Decision Making

The postholder will be responsible for managing projects and project budgets within agreed parameters.

REQUIREMENTS FOR ROLE

Passion

The postholder will be passionate about the growth of the local church (in all its forms) and its vocation to enable people to hear and discover the good news of Jesus Christ. They will be committed to the development of leaders who will shape the life of churches to become more fruitful in evangelism, and to their own growth as a follower of Jesus and leader of others.

Knowledge

- Experience of leadership in a local church at the level of incumbent or associate minister.
- Experience of leading a church to be more effective in evangelism, and a personal commitment to the sharing of faith.
- Significant engagement with leadership theory and practice (from a Christian perspective and not), and evangelism theory and practice.
- Appropriate theological training and qualification.
- Understanding of the breadth of local churches and diocesan structures within the Church of England, and the challenges faced in a variety of church settings.

Skills

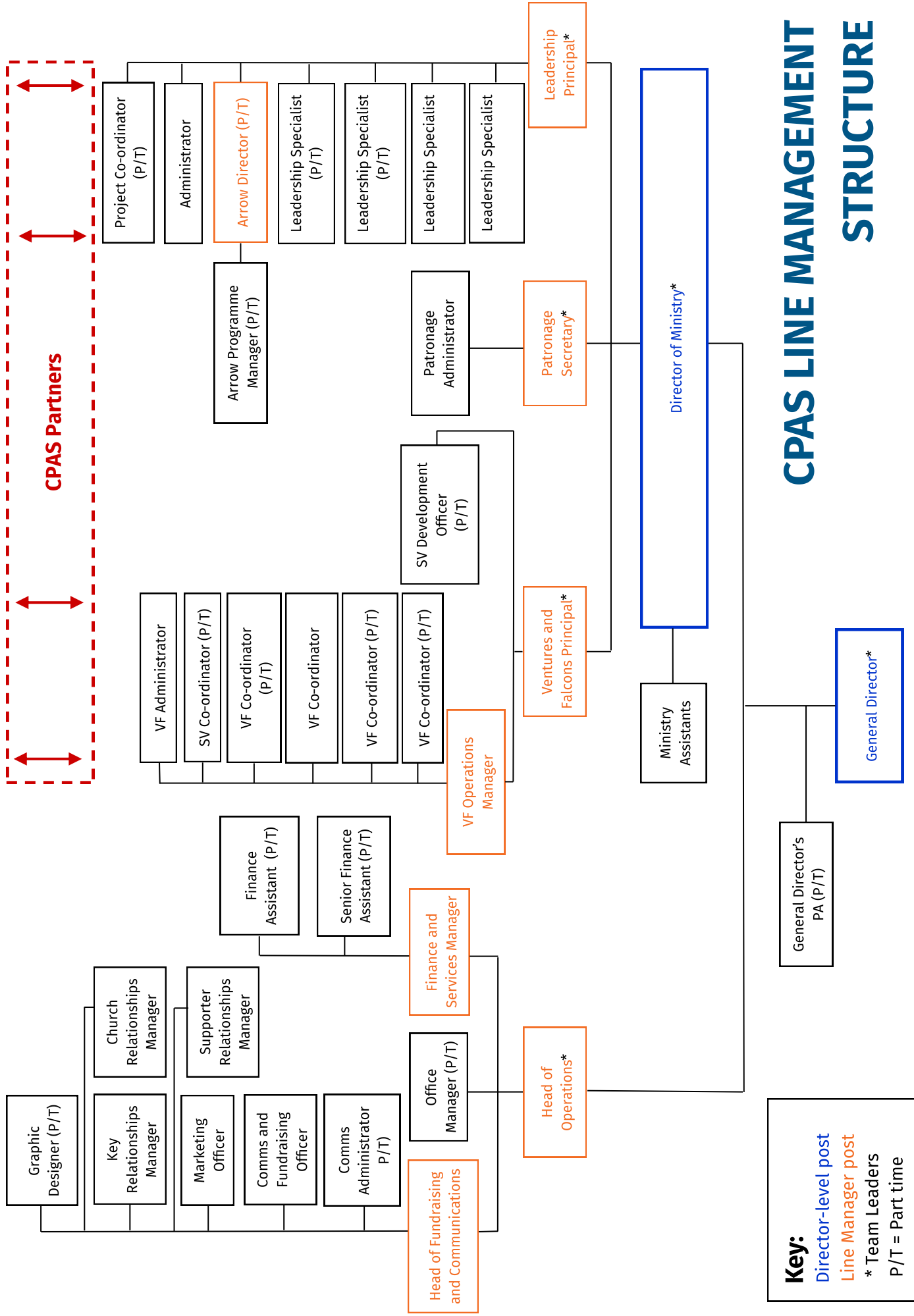
- A confident and engaging presenter/trainer.
- Strong written communication skills.
- Creative thinking at a strategic level.
- Able to manage complex competing priorities.
- A reflective practitioner with good emotional intelligence, expressed in strong interpersonal skills.
- Ability to work collaboratively in a team of peers and with senior leadership in diocese.

Other Requirements

Because of the nature of delivering courses and training across the UK and Republic of Ireland, the post holder will be required to travel on a regular basis, and to be flexible in their way of working.

Christian Faith

CPAS is a Christian agency, working to support churches across the UK and Republic of Ireland. It is therefore important that the post holder has a committed personal faith and is an active member of a local church. As the post includes significant representation of the organisation externally, the post holder will be required to sign the CPAS Basis of Faith and to be committed to the evangelical convictions and ethos of the organisation.



Key:
 Director-level post
 Line Manager post
 * Team Leaders
 P/T = Part time

CPAS LINE MANAGEMENT STRUCTURE

Terms and Conditions

1. **Christian faith** As a Christian organisation with a focus on mission, some of our roles include a Genuine Occupational Requirement (GOR) of an active Christian faith. Details of how this applies to this post are included in the role profile.
2. **Nature of employment** We are recruiting for several posts at this time, and are open to full time or part time applications.
3. **Location** You could be based at the office or at home. Regular attendance at the office would be required (at least once a month and occasionally two or three times a month).
4. **Salary** £42,252 pa full time, pro-rata for those who take on the role in a part-time capacity.
5. **Contract** This is a permanent contract, subject to an initial six-month probationary period and the usual on-going CPAS appraisal process.
6. **Pension** lay staff join the Church Workers' Pension Fund (unless they opt out), a defined contribution scheme, which includes a death-in-service benefit. Staff contribute at a minimum of 4% of salary, with no maximum contribution. CPAS will match employee contributions up to a maximum of 9%. Anglican clergy and Licensed Lay Workers may be able to retain membership of the Church of England pension scheme on the same basis as in parish work.
7. **Expenses** All authorised expenses are reimbursed.
8. **Hours of work** We have 2.3FTE posts to fill, and are therefore looking for both full and part time applicants. The full-time post is 37 hours per week, and the part time worked out on a pro-rata basis. A TOIL system operates for this post. Evening work, staying away overnight from home and Sunday preaching are all part of the role.
9. **Safeguarding** CPAS is committed to safer recruitment. This role will include work with our Ventures and Falcons community, and therefore is subject to our safer recruitment process which will include (and may not be limited to) an Enhanced DBS check in line with our safeguarding policy and procedures.
10. **Appraisal:** an annual appraisal is conducted to provide an opportunity for staff to review and improve their effectiveness. Role profiles are reviewed, normally in conjunction with the annual appraisal, and may be varied from time to time.
11. **Holiday** Annual holidays for a full time post are five weeks, plus all bank holidays and the period from Christmas Eve to New Year's day inclusive. Part time posts are on a pro-rata basis.
12. **Driving licence** this job involves travelling in circumstances where use of a car may be the only practical means of travel. Possession of a full driving licence is therefore required throughout the period of employment.
13. **Commencement** To start as soon as possible.

How to Apply

Please complete the CPAS application form provided – and send it with a short letter indicating:

- Why you feel drawn to the role.
- Why you would like to work at CPAS.

Applications should be sent by email or post to:

- jlawrence@cpas.org.uk
- The Rev James Lawrence, CPAS Leadership Principal
CPAS, Sovereign Court One (Unit 3), Sir William Lyons Road, University of Warwick Science Park,
COVENTRY CV4 7EZ

Referees

The application form requires you to give the names and addresses of three referees, indicating the capacity in which they know you. At least one of these should be from your present or most recent employer.

We normally take up references for all those called to interview (please indicate if you do not wish us to contact a referee prior to interview).

Closing Date

The deadline for applications is 5pm on 24 March 2021.

Approach

At CPAS we are committed to a two-way process of discernment. We want to provide opportunities for an applicant to find out more about the work of CPAS, meet with potential colleagues, and provide evidence for why they are a suitable candidate for the post. In order for this to happen we invite shortlisted applicants to a two-stage interview process.

- Stage 1 may be done via Zoom or at or near the office in Coventry (COVID restrictions allowing). It will be an informal conversation with the leadership principal, providing an opportunity for the applicant to find out more about the role and the work of CPAS. The leadership principal will also ask some 'basic' questions to enable the formal interview to be able to dispense with the 'low currency' questions that are sometimes over-represented in interviews.
- Stage 2 will be a formal interview with a panel at the office in Coventry (if allowed) or on Zoom. It may well include a presentation, some exercises and a psychometric test.

CPAS will be responsible for full costs of meetings, including travel.

Interviews are scheduled for Wednesday 14 April in Coventry (if allowed under social distancing regulations; otherwise online).