

# Role Description

<b>Job Title:</b>	<b>Together Norfolk Development Worker in King's Lynn</b>
<b>Salary:</b>	£25,123 pro rata
<b>Benefits:</b>	Contributory pension scheme
<b>Hours of Duty:</b>	28 hrs per week (negotiable)
<b>Annual Leave:</b>	Pro rata 25 days plus 8 public holidays, plus fixed days between Christmas - New Year
<b>Office Location:</b>	Home-based/ Office space at St. Faith's Community Hub
<b>Employed by:</b>	Diocese of Norwich Board of Finance
<b>Accountable to:</b>	<b>Line Manager and Board of Trustees</b>

## KEY WORKING RELATIONSHIPS

The Trustees of Together Norfolk comprise representatives of the Diocese of Norwich and others, these being drawn from churches and/ or organisations operating in and around the Diocese.

## BACKGROUND

Together Norfolk exists to support the work of local Christians in their community by providing churches with support as they develop and deliver social action initiatives including but not limited to: Running workshops, training and events in order to build people's capacity to take action, developing local partnerships.

The charity helps to build the capacity of groups and projects, to help them make things happen. The aim is that these activities should be relevant to their community, able to respond to identified needs and be sustainable in the long-term.

## MAIN PURPOSE OF THE ROLE

The purpose of the Together Norfolk King's Lynn Development Worker is to enhance the capacity of churches' mission and neighbourliness in some of the poorest communities in the Diocese, working with their clergy, leaders, projects and people, extending to engage every church in addressing poverty and associated issues.

The postholder will:

- Help individual churches have a greater and more sustainable impact in tackling poverty in their community
- Nurture useful, relevant networking and connecting between project practitioners and local statutory services to enable collaboration, maximise resources and develop effective dialogue with other sectors

The postholder's impact will be to:

- Enable churches to make a greater contribution to the social and spiritual transformation of communities throughout the Diocese
- Support churches and faith-based organisations' response to poverty and marginalisation – through direct funding, development work and infrastructure support
- Enable churches to influence and shape social and economic policy and to offer a leadership role in establishing poverty strategy *This one is quite ambitious. Still, aim high.*

# Role Description

## Key tasks will include:

Identifying and articulating the wide-ranging issues faced by people and communities.  
 Working with key partners in King's Lynn and across the Diocese including the Development Key Worker for Great Yarmouth.  
 Discovering from other stakeholders the impact of poverty, social exclusion, isolation and other similar issues.  
 Understanding some of the local parish-based solutions and helping to implement new ones.

In particular the role will include:

1.	<b>Developing multi disciplinary networks</b>	<ul style="list-style-type: none"> <li>• Work with clergy, leaders, projects and voluntary organisations to develop and enable a network of agencies</li> <li>• To develop collaboration with partners and an understating of the issues of poverty in the area of King's Lynn in the Diocese of Norwich</li> <li>• Help to establish new projects in response to local need</li> </ul>
2.	<b>Extending existing awareness of poverty and church/ community responses</b>	<ul style="list-style-type: none"> <li>• Develop new, and build on existing work amongst churches and ecumenically around the problem of poverty in the Diocese, highlighting the effective and distinctive contribution of church-related activity and developing a strategic response to this issue</li> <li>• Encourage community action and response from church-related communities including clergy, leaders, projects and people, facilitating networks of people addressing similar needs, and facilitating training events including about the Biblical and theological foundations for social justice and action</li> <li>• Sharing and co-ordinating the learning and sharing of good practice</li> </ul>
3.	<b>Extending and establishing effective networks and collaboration</b>	<ul style="list-style-type: none"> <li>• To facilitate a local collective voice on key issues, identifying key partners and facilitating churches and Christians to work together (including ecumenically) to tackle issues of poverty</li> <li>• Develop comprehensive partnerships with internal diocesan stakeholders to provide evidence and innovative solutions to the issues identified</li> <li>• Build relationships with other agencies – public sector bodies, including local authorities, voluntary sector groups to generate a comprehensive understanding of the issues faced around poverty in Norfolk and the Diocese</li> </ul>
4.	<b>Developing our relationship with Church Urban Fund</b>	<ul style="list-style-type: none"> <li>• Act as a conduit into Together Norfolk for Church Urban Fund (CUF) resources and training</li> <li>• Work with CUF to influence local and national decisions-makers through sharing of examples of good practice and stories of the impact of poverty on communities</li> <li>• Conduct appropriate research and analysis, reporting back to Trustees and funders evidence of effective, distinctive work being undertaken as needed</li> <li>• Identify potential funding streams within CUF and other funding bodies</li> </ul>
5.	<b>Other</b>	<ul style="list-style-type: none"> <li>• Be a member of the Executive Committee of Churches Together in King's Lynn</li> <li>• Produce regular written reports updating on progress and outcomes achieved, accounting for the wide ranging and complex issues concerning poverty</li> </ul>

# Role Description

**Whilst this post has a wide-ranging focus it is acknowledged the work will grow organically**

## Person Specification – Together Norfolk DEVELOPMENT WORKER

**The person appointed would be expected to demonstrate the following essential skills and characteristics and some of the desirable qualities:**

ESSENTIAL	DESIRABLE
<p><b>Skills/ Aptitudes:</b></p> <ul style="list-style-type: none"> <li>• Strong communication skills across a wide range of backgrounds and abilities</li> <li>• A self-starter – able to work flexibly, whilst being accountable to a line manager and the Together Norfolk Trustees</li> <li>• Ability to work collaboratively with people at all levels. Including with church leaders, congregation members, public sector officers, volunteers and local community representatives</li> <li>• Ability to communicate a vision, enthuse people, help people to solve problems</li> <li>• Good analytical and report writing skills</li> <li>• Competence in the use of IT</li> <li>• Valid UK driving licence and the use of car/ ability to travel within and external to the Diocese</li> </ul>	<ul style="list-style-type: none"> <li>• Entrepreneurial negotiating and enabling skills</li> <li>• Website and database management skills, or a willingness to learn</li> <li>• Project management skills</li> </ul>
<p><b>Knowledge / Experience:</b></p> <ul style="list-style-type: none"> <li>• Relevant knowledge and experience, e.g. youth and community work, leading a project, social enterprises, increased community use of church buildings, business planning, marketing</li> <li>• Knowledge and experience of working with the third sector</li> <li>• Knowledge and experience of organisations and community development practice</li> <li>• Understanding of research and data collection techniques</li> <li>• Commitment to the church’s mission, particularly in enabling churches to become more engaged in community</li> <li>• Able to encourage and enable churches as they integrate social action into their mission planning</li> </ul>	<ul style="list-style-type: none"> <li>• Develop existing links and understanding of local networks in King’s Lynn and West Norfolk</li> <li>• Setting up and registering new charities/ CICs</li> <li>• Experience of commissioning / contracting with statutory services</li> <li>• Experience of working with voluntary committees responsible for buildings</li> <li>• Understanding of the nature of statutory and private sector responses to social issues</li> <li>• Ability to develop a strategic approach to social issues and a broad understanding of poverty in all its guises</li> </ul>

## Role Description

<p><b>Personal Attributes:</b></p> <ul style="list-style-type: none"> <li>• Self-motivated and enthusiastic</li> <li>• Personal commitment to the Christian faith – a living faith that informs your understanding of poverty and your response</li> <li>• Open, friendly and inclusive approach to working with people</li> <li>• Commitment to anti-discriminatory practice in all aspects of work</li> <li>• Appreciation of, and readiness to have due regard to, the role of churches as centres of worship and mission</li> <li>• Aware and supportive of the needs of working in ecumenical relationships across a broad spectrum of church traditions and Christian groups</li> <li>• Alert to statutory challenges, an innovative thinker</li> <li>• Understands and can communicate theological and biblical foundations of Christian social action</li> <li>• Able to occasionally lead worship and prayer meetings when requested</li> </ul>	
<p><b>Circumstances:</b></p> <ul style="list-style-type: none"> <li>• Willing to work flexibly, locally and (occasionally) nationally. Evening and weekend working will play a part in this role</li> </ul>	

Qualifications and Experience	Desirable	Essential
A degree or equivalent academic or professional qualifications	Yes	

The Diocese of Norwich is an equal opportunities employer and values diversity. There is an Occupational Requirement under the Equality Act 2010, section 1 schedule 9, that the successful applicant will be a practising Christian.

Successful candidates will be required to undertake an enhanced DBS (Disclosure and Barring Service) check and complete the required Safeguarding Training within 4 weeks of starting in post.

To apply: Send your completed application form by email to: [hr@dioceseofnorwich.org](mailto:hr@dioceseofnorwich.org)

Closing date: **5pm 18 September 2024**

Interviews: **4 October 2024**