

Job Title - Senior Leader

Overall purpose of the role:

Together with the Leadership Team and Trustees, to lead the fellowship in implementing God's vision for Elmwood Church - "as Jesus' disciples, to grow deeper in devotion, closer in community and further in fruitfulness."

Job Description

The Senior Leader has the following key responsibilities:

1. Leadership

- To hear God's voice and know His leading personally and for Elmwood Church.
- Together with the Leadership Team, to develop and implement Elmwood's vision.
- To chair the Leadership Team, maintaining mutual accountability and sharing spiritual oversight of the church.
- To advise the Trustees in key areas of church life and ministry.
- To have lead responsibility for the following ministries and teams: Teaching, Services and Worship, Prayer, Pastoral Care, Discipleship.
- To develop, lead and manage the staff team.
- To ensure the church is well managed and administered.
- To facilitate closer working between Elmwood and other churches and relevant organisations in Salford and Greater Manchester.

2. Teaching & Ministry

- To be passionate about God's word, teach it by the power of the Holy Spirit and encourage the fellowship to learn and apply it to their daily lives.
- To share the gospel so that others come to know Jesus.
- To have lead responsibility for pastoral care of the fellowship and in particular, to equip and support those who have pastoral responsibilities.
- To make personal and corporate prayer a priority for the fellowship.
- To take a lead role in developing discipleship
- To actively support the development of homegroups and small groups within the fellowship.
- To train leaders and build ministry teams throughout the church, developing the spiritual gifts of the fellowship in the service of God's kingdom.
- To encourage the fellowship in mission and evangelism.

Responsible to:

The post holder is directly accountable to the Trustees and mutually accountable to the Leadership Team.

Responsible for:

In the first instance, the post holder will be directly responsible for line managing the Youth and Children's Pastor and the Church Administrator.

Key relationships

Internally: The Trustees (particularly the Chair), the Leadership Team, Ministry Leaders, Members and those who attend Elmwood Church.

Externally: Other church and community leaders in Salford and Greater Manchester

Personal

- We expect our Senior Leader to prioritise time for developing their own discipleship and for continued learning in theology and ministry.
- We encourage our Senior Leader to ensure time is given to achieve an appropriate work/life balance.
- Our Senior Leader (and family, where appropriate) can expect to receive support, care and encouragement from the Trustees and the Leadership Team.

The above is a broad overview of the main responsibilities of the Senior Leader of Elmwood Church, who will be expected to execute these key functions in the most effective and efficient way (e.g. personally, through delegation and management of others). The Senior Leader will be expected to manage their own time, priorities and responsibilities whilst remaining accountable to the Trustees. The role will develop and change over time and will be reviewed, in consultation with the Trustees.

Person Specification

Specification	Essential (E) Desirable (D)	Evidenced by
Personal/Spiritual qualities		
Jesus-centred and servant-hearted, firmly rooted in God's word and led by the Holy Spirit	E	A/Int/Ref
Passionate about growing the Kingdom of God and bringing people to faith in Jesus Christ	E	A/Int
A gifted teacher who is able to apply Bible-based teaching to everyday life so that the fellowship grows deeper in their relationship with God, closer in relationship with each other and fruitful in their relationships with those around them	E	CD/Audio/ Ref
Appropriately recognises and exercises the gifts of the Holy Spirit	E	Int/Ref
Has a pastoral heart and discernment in dealing with spiritual, personal and practical issues	E	Int/Ref
Has a strong personal prayer life and approaches life and ministry in a prayerful way	E	Int/Ref
Committed to mission, evangelism and social justice	E	A/Int/Ref
Eager to work with other local churches and community leaders to make an impact for God's kingdom in Salford	E	Int/Ref
Is in agreement with the church's constitution and basis of faith	E	A/Int
Skills and ability to.....		
Discern, articulate and implement vision	E	Int/Ref
Relate to and communicate well with a diverse range of people	E	Int/Ref
Think and plan strategically and manage change	E	A/Ex/Int
Pastor individuals as well as deal with difficult pastoral situations	E	A/Int/Ref
Develop leaders, delegating responsibility and holding others to account, whilst offering support and encouragement	E	A/Int/Ref
Lead teams, work well with others and deal with difficult situations	E	Int/Ref
Empower members of the fellowship to grow in their gifts and abilities	E	Int/Ref
Exercise excellent communication skills - verbal and written	E	A/Int
Organise and prioritise workload	E	Ex/Int

Reflect on own strengths and areas for development, and respond appropriately	E	Int/Ref
Experience		
Substantial experience of church leadership	E	A/Ref
Experience of managing other people in voluntary and paid roles	E	A/Ref
Experience and understanding of the Christian landscape in the UK	E	A/Int
A variety of church leadership experience in more than one setting	D	A/Int/Ref
Leadership experience in a secular role	D	A/Int
Qualifications		
Trained and qualified in Theology and Ministry	E	A/Ref
Educated to degree level	D	A
Competent computer skills	E	Ex

A = Application form
Ref = References

Int = Interview

CD/Audio = Recorded Sermon

Ex = Exercise conducted alongside the interview process

Terms & Conditions

Salary range: £37, 000 - £42, 000

Hours: 37.5 hours

Base: Elmwood Church

Contract: This is a permanent position with 6 month probation period

- It is a Genuine Operational Requirement (under the Equality Act 2010) that the post-holder is a Christian. All staff in these posts are required to demonstrate a clear, personal commitment to the Christian faith.
- Under the terms of the Data Protection Act, the information supplied by the successful candidate, as part of the application, will be kept as part of their personnel file.
- This post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 and as such it will be necessary to apply for an enhanced criminal record check, including checking the children and adults' barred lists, through the Disclosure and Barring Service (DBS).
- The church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.
- Initially we can only consider UK citizens and those who have the right to work full time in the UK and the right of residence. If you are in any doubt about this matter please consult the UK Border Agency website for further guidance on the employment of religious workers.