

**Buildings for Mission Adviser: Job Description**

**Job Title:** Buildings for Mission Adviser

**Reports to:** Director of Department for Outreach

**Salary Range:** £28176 - £30,735

**Hours of work:** Full time35 hours

Flexible working is required, including evenings and weekends and some overnight on-call cover.

**Normal place of work:** Church House, Daresbury Park, Daresbury, Warrington

**Overall Purpose of the Post:**

To provide advice and support to parishes in Chester Diocese so as to enable the missional use of church buildings.

**Principal Duties and responsibilities include:**

* To work as part of the Department of Outreach and of Church House contributing to their vision and effective working.
* To work with others in the Department to support parishes as they consider their missional priorities and the part their buildings play in these.
* To help parishes to consider how their church buildings relate to the wider community and how these links may further the mission of the church. This will include giving advice on visitor and heritage engagement.
* To assist parishes with buildings project development e.g. Statements of Need and Significance, consultation, tendering, timeline.
* To assist parishes with their fundraising for capital works: repairs, improvements and developments of church buildings and halls
* To foster ongoing learning in parishes regarding the missional use of buildings.
* To work collaboratively with others at Church House, such as the Diocesan Advisory Committee and the Archdeacons, who also have responsibility for assisting parishes with the care and development of church buildings
* To be committed to own professional development
* To undertake other duties as required

There is an Occupational Requirement that the post holder is a practising Christian, in accordance with the Equality Act, 2010.

**Date**: March 2022

Note – this job description does not form part of your Contract of Employment.