**Job Description**



**Job Title:** Digital Giving Adviser

**Responsible to:** Director of the Department for Outreach

**Place of Work:** The offices of the Diocese of Chester, Church House, 5500 Daresbury Park, Daresbury, Warrington, WA4 4GE with regular travel around the parishes within the Diocese of Chester.

**Job Profile:** The Digital Giving Adviser will work with the Christian Giving Adviser as part of the Outreach team to inspire and support the parishes of Chester Diocese in encouraging generosity and giving, in particular by enabling them to grow in their willingness and ability to take advantage of digital means of giving.

**Aims of the role:**

* To enable the development of a growing culture of generosity within the churches of the Diocese of Chester.
* To enable individual churches to make increasing use of digital forms of giving, appropriate to their context.
* To have a positive impact on churches’ financial situations; and thereby to enable them to contribute, through their Parish Share, to the resourcing of local mission and ministry by the Diocesan Board of Finance.

**Core Responsibilities**:

* To work closely with the Diocesan Director of Outreach, the Christian Giving Adviser and the rest of the Outreach Team to encourage, inspire and promote the Five Marks of Mission across the Diocese of Chester, with a specific focus on generosity and giving as part of Christian discipleship
* To assist parishes in encouraging generosity and giving as part of Christian discipleship
* To advise on practical ways of encouraging awareness of means of giving, including stewardship initiatives.
* To promote and enable the introduction of new digital means of giving, including the further use of standing orders, website giving pages, contactless giving, the use of online giving platforms such as Give a Little.
* To maintain and publicise teaching resources that promote generosity as part of Christian discipleship and lifestyles, including audio-visual material, drawing on best practice elsewhere.
* To contribute to the development of diocesan strategy for encouraging generosity
* To be an active part of the National Giving Advisers Network
* To gain and keep up to date a detailed understanding of:

The developing diocesan strategy on ministry and mission.

Effective approaches to promoting generosity and giving in contexts found within the Diocese of Chester

National and regional networks of those involved in stewardship and giving.

**Person Specification**

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| **Attributes** | **Essential** | **Desirable** |
| **Qualifications and Training** | * Theologically literate * Educated to a minimum of ‘A’ level standard | * Graduate * Formal theological training |
| **Experience** | * Involvement in and commitment to a local church. | * Experience of church leadership as a lay or ordained person * Experience of communicating effectively with groups of clergy or lay leaders * Experience of encouraging generosity and giving |
| **Knowledge, skills and abilities** | * Good communication and presentation skills * Proven competence in using some current technology * Ability to work with people of all ages across diverse theological traditions and social contexts * Good organisational skills and work practices * Willingness and ability to become competent in Diocesan safeguarding policies and practices | * Understanding of current technology supporting digital giving * Ability to think strategically and communicate clearly in a local context * Strong networking skills * Knowledge of rural, suburban and urban churches and how they differ * Knowledge of the structures and culture of the Church of England |
| **Personal Qualities** | * Person of conviction concerning the truth of the Gospel * Experience and passion for mission, discipling and generosity as a mark of discipleship. * A desire to continue to grow, develop and learn as a disciple * A communicant member of The Church of England or a church which is a member of Churches Together in Britain and Ireland * Enthusiastic and approachable * An ability to work flexibly and under pressure * An ability to work well with others | * Evidence of continued education |
| **General** | * Full driving licence and access to a car |  |

**Salary and Conditions**

* The post is available to clergy and lay: the post is offered on lay-workers terms and conditions.
* The salary will be in the range £28,513 - £29,906.
* Access to the Church Workers Pension Fund – Pension Builder Classic (Defined Contributions Pension Scheme).
* The post is 35 hours a week. This will include some evening and weekend work as required.
* The post is initially for a fixed term period of 5 years.
* There is an Occupational Requirement for the post-holder to be a practicing Christian, in accordance with the Employment Equality Act.
* An enhanced DBS Disclosure will be required for the successful candidate.

Closing date for applications: Sunday 14th November 2021

Interviews: Wednesday 8th December 2021