

Job Description

Job Title: Church Relationship Lead – London

Work Location: Home based to access the London region with 24 days pa at the Witney office.

Who We Are

Open Doors is a Christian charity that is looking to recruit active, practicing Christians to help meet the growing needs of the persecuted church worldwide. Hostility, violence and abuse of Christians around the globe is on the increase. Open Doors works in over 60 countries to ensure that those facing such persecution are not forgotten, but can stand strong to serve their communities and give life.

Job Summary

The purpose of this role is to build on our existing relationships and develop new relationships with churches and networks across London ***so that*** their connection with Christians facing persecution is established and enriched, resulting in Christians being supported in the midst of extreme persecution and the whole church being strengthened in faith as followers of Jesus.

Key Roles

1. Lead development and implementation of Open Doors Church relationship strategy in London
2. Manage and resource relationships with churches and networks across London
3. Expand Open Doors activity, investments and influence with the local church in London

About the Team

Reporting to the Head of Church Relations, you will have key relationships with:

- Director of Strategic Relations
- Church Relationship Managers across UK and Ireland
- Volunteer Development Manager
- Head of Partnerships
- Project Managers and Events Manager
- Inspire team

Hours

37.5 hours per week. Usually between 8.00am to 6.00pm Monday to Friday. This position involves some evening and weekends at conferences and events for which TOIL (time off in lieu) may be claimed.

Responsibilities and Requirements

1. **Lead development and implementation of Open Doors Church relationship strategy in London ensuring clear alignment with the overall strategy, priorities and goals**
 - Collaborate with the Strategic Relations Director, and departmental leads for Churches and Volunteers, in the formation of strategy for Open Doors ministry in London. Including regular discussions, monitoring and adjustments as appropriate, to ensure that Open Doors strategy and objectives are met.
 - Build on current initiatives and explore, recommend and implement new ways to impact the church in London with both the needs of persecuted believers and the unique ministry of Open Doors, ensuring an accessible, inspiring and positive experience for those with whom we are connecting.
 - Develop and implement strategic short, medium and long-term plans for Open Doors' relationship with churches, fellowships and networks maximising engagement with the ministry of Open Doors throughout London, including prayer, volunteer engagement and financial support
 - Monitor and evaluate strategy and activity to ensure that resources and investments are well stewarded. Use monthly reports to focus activity including caseload investment, church acquisitions, volunteer recruitment and deployment, income raised, new supporters engaged, etc.

2. **Manage and resource relationships with churches and networks across London**
 - Identify, develop and manage a caseload of relationships with Churches and leaders to resource their partnership with Open Doors and with our mission to support and strengthen Christians facing extreme persecution.
 - Intentionally and proactively prioritise relationships with leaders and churches in order to accelerate partnership that is meaningful and mutual, engaging with other Open Doors stakeholders to generate connections and follow up interest.
 - Resource Churches engagement through the provision and promotion of Open Doors publicity and through commissioning tailored reports to give appropriate data and details to support partnership
 - Liaise with the events team in the planning and implementation of regional events that support the London strategy and engage supporters and participate in and be available for conferences, seminars, roadshows, networking events or similar.
 - Communicate the stories of the persecuted church with various audiences to raise awareness and engagement with the persecuted church and to inspire, influence and bless the church through the testimonies and faith of persecuted Christians.
 - Maintain and monitor records in relation to all activities including caseload, speaking, volunteer recruitment etc and produce reports as needed to communicate, illustrate and evaluate the impact and evolution of the strategy.
 - Honour the local Church in London through a servant hearted approach and through showing appropriate and authentic appreciation to churches that have partnered in giving, action and prayer etc

3. **Expand Open Doors activity, investments, and influence with the local church in London**
 - Create opportunities and environments to connect and establish new relationships with church and network leaders, introducing them to the ministry of Open Doors in an accessible and appropriate way
 - Collaborate with other Open Doors stakeholders and strategies to strengthen our overall investment and engagement across London including major gifts team and advocacy and public affairs
 - Represent the ministry of Open Doors and the needs of the persecuted church. Helping develop and maintain a high profile in the Christian arena through local media and events. Including attendance at various types of pre-arranged events, seminar, conferences and exhibitions to maintain or create influence through involvement.

- Lead on the implementation of our volunteer development strategy in London: ensuring alignment with Open Doors UK & Ireland core strategy whilst contextualising the strategy to be both appropriate and effective across the diversity of London audiences.
- Collaborate with Open Doors Volunteer Development Manager in recruiting, training, equipping and resourcing volunteers, supporting and coordinating their activity to ensure activity is aligned with key campaigns and desired outcomes.

4. Contribute to the wider vision and team of Open Doors UK & Ireland

- Collaborate with colleagues to ensure alignment in the development of core strategy that increases our overall effectiveness, actively contribute to our strategic relations strategy including church, events and volunteer strategy considering how the strategy for the London region can contribute to these to create synergy and add momentum.
- Work collaboratively with others across the SR department and within the wider organisation to ensure effective communication and execution of strategy including liaising with our marketing communications department regarding development and effectiveness of resources.
- Participate in trips to the field: to directly support and strengthen persecuted believers, to deepen the engagement of partners and churches, to inspire volunteers development and to anchor motivation and relevance in sharing the stories of persecuted believers

Other

- Attend, as and when required, meetings at the Open Doors Office in Witney (up to 24 days a year), contributing to discussions and decision-making processes of ongoing and new programmes or initiatives.
- Carry out other tasks, projects and assignments as reasonably requested by your line manager

The above job description is a guide to the work the job holder may be required to undertake but does not form part of the contract of employment and may change from time to time to reflect changing circumstances.

Applying your Christian faith to this role

There will be many ways you will be able to apply your Christian faith and the outworking of your faith to the context of Open Doors. The list below gives some of the expectations of this role but is not exhaustive or intended to limit you:

- contributing to and leading daily devotions (this can be for the whole team or just smaller, departmental groups)
- participating in retreats, days of prayer and fasting etc.
- committing to private prayer for the work associated with this role, for the volunteers, and closest colleagues
- working in such a way so as to reflect biblical principles of leadership and service
- applying biblical principles of godly stewardship to operational responsibilities
- open and obedient to God's voice and direction in relation to any strategic matter and to always seek His will above all else
- openness to the prompting of the Holy Spirit in making decisions or communications

Because of the essential Christian context in which the role will be performed, the role is subject to an occupational requirement under the Equality Act that the post-holder be a practicing Christian. Each working day will involve collective prayer and worship, together with shared reflections on the work of Jesus Christ. All members of staff at Open Doors are expected to actively participate in this shared time and members of staff take it in turns to lead the act of collective worship.

Limits of Authority

To operate within the ethos and aims of Open Doors, adhering to budget parameters and the Open Doors' confidentiality agreement.

Who You Are

You will demonstrate the following essential criteria for this role:

Culture

- Committed Christian who is completely in sympathy with the calling, mission and Core Values of Open Doors
- Chemistry with Open Doors Staff

Competency

- Educated to A 'level standard or equivalent
- Experienced in leadership within the local church
- Leadership – leading by example, servant hearted, empowering & respecting others
- Impact – committed to get the job done for the direct benefit of the suffering church
- Focus – able to stay on task and achieve outcomes within agreed time frames
- Team – relational fit, able to work with and for others, to step in and step up when needed
- Presentation – maintain OD standard of clean, tidy, modest and professional appearance
- Experience of leading individuals / volunteers / teams
- Understanding of issues relating to volunteer management and empowerment
- Excellent communication skills and proven experience of public speaking
- Excellent interpersonal skills and ability to deal with a wide cross section of people
- Knowledge of cross-denominational environments and cultural sensitivities
- Experience of problem solving and process innovation and development
- Confident in use of Word, Excel, PowerPoint and Outlook applications
- Experienced in project and project management and development (strategic thinking, planning and delivery)
- Strong personal workflow and time management prioritisation skills
- Ability to respond to a range of complex requests and requirements from volunteers

Character

- Able to work under pressure, flexible and adaptable to get the job done
- Teachable, humble, approachable and able to maintain confidentiality
- Self-starter with positive and proactive outlook and approach to dealing with obstacles
- Responsible and mature outlook
- Confident and mature approach to taking responsibility with and for others
- Demonstrates a high level of commitment
- A positive and professional approach both internally and externally

Enhanced disclosure information may be requested from the DBS in the event of a successful application