

**ASHCROFT MISSION AND OUTREACH PROJECT LEADER**

**PERSON SPECIFICATION**

<b>Attributes</b>	<b>Essential</b>	<b>Desirable</b>	<b>Method of Assessment</b>
<b>Qualifications</b>	A calling to this role	Educated to at least A-level level	Q, A, I
<b>Relevant Experience</b>	Experience of supporting, motivating, managing and leading volunteers	Sharing with and nurturing people in faith	A, I
	Current participation and commitment to the life of a Christian church or community	Experience of delivering of a professional/quality service	A, I
		Managing within a budget	A, I
		Experience of working with a wide range of age groups, including families with dependent children	A, I
		Experience of engaging with local community initiatives	A, I
<b>Special Knowledge &amp; Skills</b>	Excellent listening and verbal communication skills	Evidence of organisational, administrative and record-keeping skills	A, I
	Understanding of issues of, and commitment to, equality, diversity and inclusion	A current first aid qualification	A, I
	Relevant IT skills and experience, including of Microsoft Office and social media and online communication	Knowledge of basic health and safety requirements and practices relating to church/public premises	A, I

<b>Attributes</b>	<b>Essential</b>	<b>Desirable</b>	<b>Method of Assessment</b>
<b>Personal qualities</b>	Good interpersonal skills		A, I
	Able to present a Christian example		A, I
	Able to work without close supervision		A, I
	Able to work recognising the need for appropriate confidentiality		A, I
	Able to prioritise conflicting demands, being calm and decisive under pressure		A, I
	Able to understand the theory and practice of safeguarding including lone worker policy and data protection requirements		A, I
<b>Any Other Requirements</b>	Satisfactory enhanced disclosure from DBS		Q
	Permission to work and reside in the UK		A, Q
	A willingness to attend and participate in worship		I
	Able to work flexible work patterns on occasion		I

### **Method of Assessment**

A - Application Form

I – Interview

Q - Proof of qualification