



ESTATES PROJECT LEADER

Job Description & Application Pack



ABOUT US



The Grove Community Church is a thriving church plant located on the Gurnell Grove estate in West London. It is led by the Grove Community Church Pastor, Mark Tate, and is part of the Diocese of London. Working in partnership with the Eden Network (part of the Message Trust) with nearly seven years of ministering on the estate, Mark and the team are dedicated to seeing a healthy, growing church community in the heart of the Grove through which hundreds of local people become disciples of Jesus.

JOB DETAILS

An amazing opportunity to use your evangelistic gifting, leadership and community engagement skills to help us continue to bring about transformation on the Gurnell Grove Estate.

JOB TITLE: Estates Project Leader

LOCATION: Gurnell Grove, Ealing, West London

SALARY: £32,000 - £35,000

HOURS: We have funding for this role to be full time (37 hours per week), but would consider part-time working for the right candidate



ROLE OVERVIEW

As the Estates Project Leader, you will play a pivotal role in managing and running much of the day-to-day ministry and mission on the estate. This will involve co-ordinating the existing wrap-around care we provide for the community and growing new initiatives, including the establishment of a Community Grocery and introducing a new youth ministry. This is a vocational role, with the expectation that the Project Leader would engage in discipleship and evangelism as a lifestyle, as well as fulfilling the role responsibilities as outlined below.

Our vision is that the new Estates Project Leader will live within close proximity of Gurnell Grove and be open to the possibility of moving onto the Grove should this be feasible. Day to day you will be active on the estate,

but planning work and administration can be done from home. You will be the key point of contact with our partner organisations, the Eden Network and the Message Trust, at regional and national level, and additionally sit as part of the leadership team of The Grove Community Church. You will receive training and support from Eden and will be expected to engage in the life of the network both in London and nationally through attending prayer events, conferences and residentials and other events on a pre-arranged basis.

Together with the Grove Community Church Pastor, you will help to lead and grow the wider team of volunteers who participate in the ministry and mission of the Grove. You will report to the Pastor and through him, to the charity board of trustees.

KEY RESPONSIBILITIES

End-to-end supervision of current community initiatives (wrap-around care) including:

- Planning, leading and hosting our weekly community cafe.
- Developing our work at Heron House and generating ideas for the weekly social gathering aimed at our older community members.
- Leading and developing content and activities for our weekly after-school kids club for 5-11-year-olds.
- Admin tasks across finance, communications, policy management, risk assessment and scheduling.

Supporting the delivery of:

- The English language course, with the help of regular volunteers.
- Sunday church, ensuring it is equipped for services, meals and refreshments, as well as contributing to the content of ministry and worship.
- Seasonal mission activities, for example, Winter Wonderland local fair, bi-annual mission weeks, quarterly community gatherings and monthly Bingo Church - with the supervision of the Pastor and the support of volunteers.

KEY RESPONSIBILITIES

Growth opportunities:

- Developing a new youth ministry as we seek to extend our reach and relevance across younger age groups of the local community.
- Project managing the establishment of the new on-site Community Grocery and extending wrap-around care initiatives through this exciting new community space. NB: While the Community Grocery will have a separate manager and team to provide retail services, the Estates Project Leader will be pivotal in helping to make this venture a success and keeping it connected to the other community activities organised by the Grove Community Church.
- Recruiting volunteers to help facilitate new wrap-around services, for example, money management or cookery courses.



PERSON SPECIFICATION

- A Genuine Occupational Requirement for the new Estates Project Leader is to be a committed Christian with a personal testimony of faith.
- A proven track record of service in a Christian ministry sphere.
- Demonstrated leadership qualities and a commitment to ongoing personal training and development.
- Strong organisational skills with the ability to manage responsibilities effectively.
- A relatable and approachable individual who is comfortable dealing with diverse groups of people.
- Understanding and experience of the issues facing deprived communities and a heart for serving them.
- A willingness to relocate to Gurnell Grove as soon as feasible (assistance in securing residential accommodation for the candidate and their family will be provided).
- Flexibility and adaptability to respond to the new and growing needs of the Gurnell Grove community.

The Grove is committed to safeguarding and promoting the welfare of all those who are vulnerable. We expect all of our staff and volunteers to share this commitment and to work within our safeguarding policy. This post is subject to a Disclosure and Barring Service disclosure and identity check which will be renewed at least every five years.

HOW TO APPLY

Applicants are kindly requested to submit both a CV and a covering letter detailing their suitability for the role. The covering letter should address the candidate's relevant experience, skills and personal commitment to the role, including their alignment with the mission and values of The Grove Community Church. Please send to mark@gurnellgrove.com

Please note, we are unable to sponsor a visa for this role and you must already hold proof of your right to work in the UK.

CLOSING DATE FOR APPLICATIONS: 4TH APRIL 2024

