

Job Title	Development Worker: Refugees, Asylum, Modern Slavery & Homelessness
Reports to	Head of Compassionate Communities
Team	Compassionate Communities
Department	Strategy & Communication
Location	Hybrid- Causton Street Office/Home (min 2 days/week in office)
Contract type	Part time (0.6FTE), Permanent
Job Grade	F

Job Purpose To lead on co-ordination and implementation of the Diocese of London’s support offer to parishes around the two themes of 1) Refugees, asylum seekers & modern slavery, and 2) Homelessness

This role fits within the wider Compassionate Communities team offer which includes: parish visiting, advice & consultancy; creating & signposting to training, resources and partner organisations; communications & celebration of the work; advocacy & co-ordination of occasional wider projects, responsive to need.

“Compassionate Communities” is one of the three Ambitions as part of the Diocese of London’s 2030 Vision. As such, the team is the lead on delivering support for this Ambition to our churches and chaplaincies.

About the London Diocese Fund (LDF) and the Diocese of London The Diocese of London is the group of Church of England organisations located in North London. It comprises of c400 parishes north of the River Thames and within the M25 motorway, and also includes, schools, chaplaincies, missional communities, and other organisations. The LDF is the employment body and the central team that serves and supports the Diocese of London.

Our Mission, Values, Ambitions and Priorities **Mission:** *For every Londoner to encounter the love of God in Christ*
Ambitions: *Confident Disciples, Compassionate Communities, Creative Growth*
Priorities: *Growing Younger, Safer Churches, Striving for Racial Justice - to reach every Londoner, we need to reflect the diversity of our city & be a welcoming, safe place*

Equality, Diversity, and Inclusion Statement The Diocese of London is committed to creating and sustaining a diverse and inclusive workforce which represents our context and wider community. We are aware that those of Global Majority Heritage/United Kingdom Minority Ethnic (GMH/UKME), women, and disabled people are currently under-represented among our clergy and workforce, and we particularly encourage applications from those in these groups with the relevant skills and experience that will increase this representation.

Job Scope

Direct and indirect reports	N/A
Budget responsibilities	N/A
Revenue responsibilities	N/A
Key Relationships	<ul style="list-style-type: none">• Compassionate Communities Team• Archdeacons & Area Office staff• Clergy & parish volunteers• Partner Charities/ NGO stakeholders• LDF Ministry Team• LDF Comms Team• Bishop of London's Office

Job Responsibilities

- Respond to specific requests from parishes for advice, consultancy or connection
 - Liaise with Episcopal Area teams and senior staff to help deliver aims around these themes of work
 - Organise events and meetings around the themes or work, and commission training where necessary
 - Form strong partnerships with other agencies & external charities, and model / encourage partnership working to others especially churches
 - Share responsibility for communications & social media presence relating to these themes of work, including both written and verbal presentations
 - Ensure work is rooted theologically & in prayer, and lead churches in reflection on this
 - Be responsive to issues as they arise, focusing on needs and areas of energy where more can be done, being led by church response
 - The postholder may be required to undertake any other duties that are commensurate with the role.
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Qualifications, experience, knowledge, skills, and other requirements	Person Specification		
	Criteria	Essential	Desirable
	Education and experience		
	Either qualification or experience of working in social action, social justice, alleviation of poverty	X	
	Either qualification or experience of working in a sector serving one of the themes of work ie refugee or asylum seeker response, modern slavery or homelessness		X
	Experience of working with/ holding relationship with a broad range of stakeholders	X	
	Experience of working with churches and faith-based organisations		X
	Knowledge and skills		
	Organizational and event management skills	X	
	Public speaking skills	X	
	Proficient use of MS Office	X	
	Writing clear copy for public and briefings	X	
	Web and Social Media experience		X
	Other requirements		
	Ability to ground all the work theologically, and encourage others in that	X	
	Experience of working within Community Organising principles		X
	Right to work in the UK	X	
	Empathetic to the vision, mission and values of the Church of England	X	

Person Specification – Competencies and Behaviours	
Focus on Self	Demonstrates motivation: Shows commitment to working and maintains motivation when tasks become difficult
	Personal well-being: Recognises impact of own behaviour and emotions on self and adjusts accordingly
	Aligns to Vision, Mission, Values, and principles: Respects and represents the organisation in an honest, ethical, and professional way and helps others to understand their obligations to reflect expected standards of behaviour
	Respects others: Recognises and adapts to individual differences and perspectives in culture, style, and viewpoint
	Diversity: Listens to, acknowledges and is responsive to diversity of experiences, perspectives, values, and beliefs
Focus on Others	Effectively communicates verbally and non-verbally: Tailors communication to the audience and clearly explains complex concepts and arguments to create shared understanding; Creates opportunities for others to contribute to discussion and debate, and avoids dominating discussions
	Effectively communicates in writing: Requests and provides information in well written formats; prepares written material that is well structured and easy to follow by the intended audience

Person Specification – Competencies and Behaviours	
Focus on Others	Develops Relationships: Builds and uses connections with colleagues, communities and partners within and outside the LDF; fosters cooperation across workgroups
	Collaborates: Proactively contributes to a positive team spirit; engages with others to share information and solve issues and problems jointly
Focus on Team	Implements change, minimises barriers to change and maximising success: Supports others to succeed in change; accommodates changing priorities and responds flexibly to uncertainty and ambiguity
	Contributes to safe work places: Identifies and follows safe work practices and takes action to address hazards, near misses and incidents
	Safeguarding: Understands, takes actions to address and supports other in safeguarding and safer churches policy and procedure
Focus on Service	Social justice- Actively supports others through provision of pastoral support and encouragement. Proactively provide advocacy as a core part of the support for people
	Provides quality service- Provides service appropriately and responsively to the needs of people; confirms satisfaction with services and addresses or escalates complaints
Aligns with strategy	Networks Strategically: Evaluates current network for effectiveness and relevance to achieving strategic objectives within own area; identifies and creates opportunities to initiate new connections that will facilitate the achievement of organisational goals within own area

Note: The precise duties and responsibilities of any job may be expected to change over time. Job holders should be consulted over any proposed changes to this job description before implementation.