



Early Intervention Church Relationships Lead

THE SUNDAY TIMES
100
BEST NOT-FOR-PROFIT
ORGANISATIONS
TO WORK FOR
2019



Introducing TLG...

Transforming Lives for Good (TLG) is a national charity that helps churches to bring hope and a future for struggling children. That means getting alongside struggling children, providing practical support in and out of school and connecting with home to bring hope and a future.

All over the UK, children are struggling in school for all kinds of reasons and many families are suffering without hope. Nationally, the latest statistics show that:

- Children living in poverty are 4 times more likely to get a permanent exclusion from school.
- More than two thirds of the current prison population were excluded from school.
- One in six 16–24-year-old 'NEETs' (those not in Education, Employment or Training) die within ten years of falling out of the system.
- 1.5 million children are entitled to free school meals in the UK.

But there is hope.

It comes through the local church making a real difference in their community. TLG is passionate about bringing a practical approach that goes way beyond education and works to build strong connections between local churches, families and schools. At TLG, we have a big vision to make the difference in as many children and families lives as possible. We are transforming lives for good!

Culture and Values

At TLG, our work is our vocation, giving us a rich sense of purpose. We also believe work can be a great experience and enable people to grow into their full potential. In fact, we are recognised nationally as an exceptional place to work. In 2019, we were named the best charity to work for in the UK by the prestigious Sunday Times Best Organisations to Work for.

This special award highlights all the positives about working at TLG! We love to look after our team and here are some of the great benefits we offer:

- Fun team times away.
- Retreat days for staff.
- Generous holidays and flexible working arrangements.
- Above and beyond recognition for high-performing staff.
- Support for staff with counselling and coaching.
- Contributions towards training and professional qualifications.

Our Values

Holding to these values is vital in all aspects of our work.

- **Greater Transformation**
Relentlessly focussed on the main thing (TLG's mission and vision), energised by the challenge, and deliberately missional.
- **Relational Leadership**
Bringing out the 'gold' in others, 'leaning in' when it's relationally tough, and humble yet courageous.
- **Local Church**
Celebrating the Church, grace and patience in partnership, and rooted in the local church community.
- **Excellence Every Day**
Joyfully exceeding expectations, learning from failure, and knowing uncertainty doesn't throw us.
- **Vibrant Faith**
Nurturing our own walk with God, following Jesus together even when it's tough, and realising work is mission – so much more than a job.





Job Description

- Location:** Home-based, with some travel across the UK. You will be expected to attend events and meetings during the year to fulfil the responsibilities outlined within the job description, along with visits to the National Support Centre in West Yorkshire. (Travel expenses covered fully by TLG).
- Salary:** £29,995- £32,442 FTE plus 10% employer's pension contribution,
- Hours:** 30-37.5 hours per week (0.8-1.0 FTE), including Tuesdays.
- Reporting To:** Early Intervention Network Support Manager

Job Role

Transforming Lives for Good (TLG) is a national Christian charity working to support struggling children, young people and their families. TLG Early Intervention (EI) coaching provides struggling children with a safe space to explore and process the challenges they are facing. From bereavement to anxiety, bullying to family breakdown, no child should have to struggle alone. TLG equips volunteers from the UK church to support children in their local school, building connection with the child and their family in a trauma-informed way.

We are looking for a well-organised, relational leader who is passionate about the way TLG enables local churches across the UK to get alongside struggling families in their communities. The Church Relationship Leader will work as part of the national Volunteer Programmes (VP) Team, reporting to the Early Intervention Network Support Manager and connecting across the team with those responsible for the programme training and development. The successful candidate will be responsible for training and supporting Early Intervention Coordinators and Coaches, offering continuous leadership as they inspire and equip our growing network of healthy, and sustainable Early Intervention Partners.

Job Purpose

- Bringing EI Programme support management to Coordinators and Coaches, by engaging them alongside partner church leaders and participating schools, to ensure effective EI programmes.
- Supporting, equipping and overseeing EI Coordinators to lead their team of volunteers.
- Leading and supporting the training of EI volunteers.
- Equipping Coordinators to launch and grow confidence in leading the Early Intervention programme.
- Work with the EI Coordinator to bring vision, and enable connection with the wider church, to sustain a long-term partnership.
- Setting a culture of collaboration, honest feedback, growth, excellence, and positive encouragement with our church partners.
- Supporting churches to maximise their missional impact through Church Connections.

Job Tasks

- Support a growing number of centres; lead and support a network of Coordinators and Coaches based in partner churches, who will engage struggling children/young people and families in school and build connection with church.
- Plan and organise meetings, forums and one-to-one appointments, liaising with all relevant parties involved in the EI programme.
- Conduct an Annual Review for each EI Centre.
- Administration of the programme for all centres, including collaborating with the EI Development Lead to identify opportunities for strategic development, resource creation, learning and growth.
- Travel to team events and internal and external conferences.
- Authentically champion and speak out on issues of equality, race and poverty on behalf of the children TLG are supporting.
- Use experience, insight and gathered stories to strengthen impact and inspire change.
- Ensure partners are compliant with quality standards and KPI collection.
- Collect, maintain, and analyse data on the TLG systems and databases.
- Support churches in implementing Church Connections strategy and enable the uptake of Family Faith Fun Days.
- Be prepared and willing to represent TLG at external events, including Christian exhibitions and festivals, church talks, etc.
- Work with the TLG Communications team to ensure stories are told appropriately and consistently to inspire connection with TLG.
- In connection with TLG's Grants and Corporates team increase awareness of opportunities for grant funding to centres at a local level.
- Work collaboratively with IT Development staff to facilitate on-going system and process improvements.
- Take on additional responsibilities for tasks as the role develops.

Additional Responsibilities

- Attend, fully participate in and, on occasions, lead daily Christian devotionals and times of worship for the staff team.

- Attend TLG’s Staff Conference three times a year. This includes active participation in corporate Christian prayer and worship and the opportunity to share faith testimonies of young people involved in TLG programmes.
- Actively promote TLG’s regular giving scheme and recruit several individuals to become regular ‘Hope Givers’.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Good general standard of education including as a minimum English and Mathematics GCSE at grade A*-C or equivalent. 	<ul style="list-style-type: none"> • Degree level qualification in relevant subject.
Skills and Knowledge	<ul style="list-style-type: none"> • Relevant management and leadership skills. • Understanding of children with learning and behaviour difficulties in primary school. • Excellent social and communication skills to engage individuals and ensure co-operation to achieve the best possible outcomes. • Ability to listen and develop people in a group and on an individual basis. • Ability to understand and work within budgets. • Administration skills including using the Microsoft suite of programmes. • Highly effective personal leadership and ability to act as a role model for the culture of excellence and the values of TLG. • A good level of resilience to change. • Ability to thrive and equip others to thrive within a rapidly changing environment. • Working knowledge and understanding of local church culture across the UK. • Commitment to actively pursue ongoing personal and professional development to enhance the contribution to TLG. • Demonstrate an ability to align with a PACE ethos at TLG. 	<ul style="list-style-type: none"> • Effective negotiation skills. • Some experience in developing and leading training sessions.

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Experience managing projects: meeting deadlines, working with stakeholders. • Excellent presentation skills and experience of presenting to influence stakeholders. 	
Christian Lifestyle	<ul style="list-style-type: none"> • Commitment to actively pursue ongoing spiritual development of themselves and colleagues within the life of a local church to enhance the contribution to TLG. • Attend and participate fully in devotions, prayer meetings and staff conferences to enhance the spiritual relationships within the team. • Able to work sensitively with those of different cultures and faiths whilst having their own strong and vibrant Christian faith and commitment to Equal Opportunities. • To be an active part of a church family. 	
Additional	<ul style="list-style-type: none"> • Play an active part in promoting the work of TLG including the recruitment of individual regular donors through TLG's Hope Giver scheme. • Complete an enhanced DBS check prior to employment, which reveals no reason for the applicant being unsuitable to work with young people. • Provide 3 referees. At least one referee needs to represent Christian commitment and be able to comment on your faith and growth as a Christian. References will be taken up after shortlisting. • Provide evidence of qualifications and suitability to work in the UK and appropriate qualifications. • Promote and safeguard the welfare of children and young persons. 	

Application Process

All applicants are directed to apply online through our website www.tlg.org.uk/jobs.

Please go to our jobs page, and then download the application pack by entering your details. You will then be able to access an online application form which you can work at online at any point, and your details will be saved every time you log off. Please specify clearly how you meet the person specification (using the headings provided in the person specification), with special emphasis on how your faith relates to all aspects of your working life.

If you have any problems with the online application process, please contact recruitment@tlg.org.uk and someone will get back to you as soon as possible.

We would welcome applications from candidates from diverse backgrounds to enable us to better reflect the needs of the communities we serve.

Please head to www.tlg.org.uk/jobs for information on the closing date and date of interviews for this role.

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