



Andover Parish

LIFE BUS MISSIONAL LEAD

Role Description:

JOB PROFILE	
Job title	Life Bus – Missional Lead
Team/Department	Lighthouse
Accountable to	Rector
Reports to	Lighthouse Team Lead
Principle Location	Andover
Travel required	To other churches in the area from time to time and further afield annually. For example, FOCUS.
Work pattern / hours	Full-Time Monday-Friday (with flexibility on weekend working)
DBS check required (Yes/No)	Yes
Date written	August 2023
Salary	Dependent on experience
Tenure	1 Year – with the intention of extending beyond this fixed term funding permitting
Probation	2 months
Annual Leave	26 days plus Bank Holidays (depending on operational need, Bank Holidays might have to be taken at other times)
Expenses	Expenses to be paid in accordance with the Expenses Policy
Start date	Mid-September 2023 (with flexibility on both sides)

ROLE CONTEXT

St Mary's Andover is a Resource Church in Winchester Diocese and part of the HTB Network of churches. In May 2023, we joined with other parishes in Andover town to create The Parish of Andover. Led by the clergy and a new PCC, the parish now includes four worshipping communities and we serve a town-wide residential population of c. 50,000.

We are seeking to follow the way of Jesus and believe mission is 'the church in motion'. We are discerning fresh vision for this new season - what's already clear to us is that we want to see people come to faith in Jesus and the town thrive. This requires us to go to new places with the gospel to reach those no one else is reaching. As we look around, we are excited about this cultural moment and what it means for us to be 'salt and light' in our families, workplaces, homes - all the places God calls us to go.

We express our mission in many ways - a key way is through The Lighthouse. The Lighthouse emerged through our response in the pandemic. It has since grown and matured into a programme of missional projects. It is the main (but not the only) way we reach out in loving service to our town. The Lighthouse team is comprised of 5 staff who are either responsible for or help to offer leadership to our project teams. They work with a much larger group of talented and dedicated volunteers. Our projects range from supporting asylum seekers, debt counselling to networking to create a food partnership for Andover. Our work is funded by our church family and multiple other stakeholders. We are invested in a number of strategic partnerships, including with the NHS, local schools, charities and businesses.

Life Bus Missional Lead is a new full time post. We are looking for someone who will take overall responsibility for using the Life Bus to reach new communities with the gospel of Jesus Christ. There are many ways in which the bus is already doing this, for example, working with asylum seeker communities and at Andover College. We would like this work to continue, but there is so much more we could do. We are particularly passionate about using the bus to reach the young people of Andover. With this in mind, we are looking for someone who shares our heart for unchurched youth and young people. You will lead the mission of the bus around Andover – coordinating project teams and managing all maintenance and administrative elements of the bus. We already have a few drivers and committed team and your work would be to support and enable their ministry. You will be able to manage your workload competently and be organised. You will work closely with our clergy and alongside a wider dynamic leadership team which includes staff and lay leaders across the parish. The right candidate will want to bring their own ideas to the role and we are open to shaping it further with them.

WORKING ENVIRONMENT

We want you to love your job, grow and learn as much as possible with us. We will work with you to develop a Professional Development Plan. The Development Plan will identify relevant and appropriate ongoing training to support your role and add value to your future career and ministry.

We pray we are a kind, self-possessed community; ready to receive and value your ministry. Competency and skill are important but we are equally interested in discerning a calling which

aligns naturally and deeply with our own sense of purpose and mission under God. The staff team is c.20 people and we have fun, work closely and do discipleship and life together in many ways. We place high value on teamwork; we are hardworking, trusting and seek the best for each other. We know you will have things to bring which we will be keen to learn and grow through.

The Lighthouse has been a significant way in which the Lord has shaped us as a community over recent years. We have seen afresh the relationship between social action and evangelism, learned more about how to partner with a range of organisations and grown in compassion and confidence in serving our town in practical, loving ways.

You will be provided with a laptop and phone for the better performance of your duties. We are ambitious, fast-paced and long to see great things for the church in Andover and our town – all in Jesus's name and for his glory. We lead relationally and value people. We want to provide a sustainable work pattern and support you in achieving a healthy life-work balance and good overall wellbeing.

Andover is a great place to live. It is fast growing, with many new people moving to the area. It is full of young families surrounded by the stunning countryside of the Test Valley and North Hampshire Wessex Downs, which is an Area of Outstanding Natural Beauty. It has good schools and local amenities. It has excellent road networks, especially to the West Country and is just over an hour by train to London Waterloo.

ROLE PURPOSE

The role of Life Bus Missional Lead is to further the establishment and development of The Lighthouse as part of The Parish of Andover by supporting the Rector and PCC to deliver the vision. You will champion all aspects of the ministry of the Life Bus and the teams which use it in mission.

KEY RESPONSIBILITIES

- Overall operational responsibility for the Life Bus, modelling best practice and setting a high standard for the projects which run off the bus.
- Lead a number of ministries which will be delivered from the bus.
- Use the Life Bus as a place for evangelism within an ecosystem of wider mission and ministry
- Train, manage and develop existing team and recruit, train and manage new volunteers.
- Develop the Life Bus key volunteers (as appropriate) and proactively taking opportunities to add value to their ministry e.g. through team nights, 1-1 coaching, pastoral visits and coffees and other training.
- Take time for creativity/developing new ideas and resources – this might include new ways for the bus to serve / and developing new partnerships
- Maintain an effective local and wider network
- Work collaboratively across the life of the parish and, over time, in support of a diocesan-wide resourcing strategy.
- Manage and maintain the mechanical and technical equipment including the fabric of the bus, games consoles and all other elements that are in regular use ensuring that it lasts and upgrading/replacing things where needed.

- Keep the bus tidy and in good condition.
- Liaise with Stagecoach Depot staff and ensure good relations and comms

General responsibilities:

- With the Lighthouse Team Lead, Oversight Minister, Rector and Parish Safeguarding Officer, take the lead on safeguarding and risk management across the Life Bus Team showing exemplary and best practice understanding of safeguarding policy and practice (training and refresher training will be mandatory).
- Manage ministry budget in your remit effectively.
- With support, identify and apply for grants that will enable the expansion and development of the Lighthouse across Andover Parish.
- Review projects and participate in evaluations and learning
- Keep the Lighthouse Team Lead and relevant team fully informed of ongoing and emerging issues.
- Record and submit data in an accurate and timely way.
- Undertake any necessary administrative duties in order to fulfil these responsibilities effectively.
- Undertake any special projects or other tasks as may be requested and serve the church wherever there is a need.

ROLE DIMENSIONS

Budget management (£)	To be agreed
People management	Life Bus volunteers
Key relationships – internal	Staff team, Lighthouse Team Lead
Key relationships – external	HTB, Winchester Mission Action, diocesan colleagues, local organisations
Wider commitment	It is expected that staff members will be active members of Andover Parish and fully embrace our team values.
Other	<p>This post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service.</p> <p>There is a genuine occupational requirement for the successful applicant to be a committed Christian</p>

ESSENTIAL SKILLS, KNOWLEDGE AND EXPERIENCE

- We need our new Life Bus Missional Lead to bring vision, energy, flexibility, a teachable spirit and spiritual maturity to the role.
- Prayerful, pastorally caring and compassionate within professional boundaries
- Gifted evangelist with a passion to communicate the gospel with new audiences
- Gifted in hospitality and creating spaces for people to be, connect and belong
- Able to build and sustain strong working relationships with a range of external partners
- Committed to personal discipleship and taking responsibility for walk with God.
- Biblically literate and able to share their faith and offer prayer in a natural way (and know when this is not appropriate)



- Mature, sensitive and culturally ‘tuned-in’ to how evangelism and mission are expressed in different contexts and forums – especially in youth related contexts
- Excellent admin and organisational skills
- Experienced in working with teams and developing others in confidence and service - the ability to draw the best out of others and build trust.
- Proven leadership skills and the ability to exercise and receive authority.
- Calm under pressure and responds in a measured way in stressful situations.
- A working knowledge of mechanics (desirable) or willingness to learn
- A proficient user of Churchsuite.
- Ability to think strategically and to pay high attention to detail.
- Excellent communication skills both written and oral.
- Self-motivated.
- Budget management and strong time management skills.
- Committed to following all staff/church policies.
- Proactive team player with a good sense of humour!

NEXT STEPS

If you have questions or want to informally discuss the role through August please reach out to our curate Revd Jess Ross: jess.ross@andoverparish.org

From 28 August, the Rector, Chris Bradish can be contacted on chris.bradish@andoverparish.org / 07985427930

To apply for the role: please send a covering letter outlining why you think you are well suited for the role and CV to the Rector’s PA – Rowena Selwood: patovicar@andoverparish.org

Closing date for applications is 12noon: **4 September 2023**

Interviews will be held week commencing **11 September 2023 in Andover**

Dates and times for interviews to be agreed with applicants on a case-by-case basis and confirmed either way by 5pm on 4 September.

Thanks so much for reading this profile!

We are praying for you and hope you might reach out for a chat if you are interested!