

## Job Description

<b>JOB TITLE</b>	Director of Discipleship		
<b>REPORTS TO</b>	Director of Evangelism and Growth	<b>LOCATION</b>	London/Hybrid
<b>TEAM</b>	Mission: Evangelism and Growth	<b>GRADE</b>	LG5

### JOB PURPOSE AND OBJECTIVES

The purpose of this role is to operationalise the strategic framework and manage the comprehensive processes and work-flow of all key functions within the Discipleship/Methodist Way of Life core area of the Methodist Church's evangelism and growth strategy.

The role exists to ensure that the Methodist Church is successful in its major commitments to multi-generational, whole-life discipleship – the long-term journey of becoming, and growing as, followers of Jesus Christ and as communities of God's grace – so that:

- 1) more Methodist Christians respond to God's call in every part of their lives;
- 2) more religiously-unaffiliated people, especially those within rising generations, begin faith journeys and grow into disciples of Jesus Christ; and
- 3) more churches and communities experience the joy of transformation, growth, and justice.

### JOB DIMENSIONS

#### RESOURCES UNDER CONTROL

<b>Direct reports</b>	<p>Discipleship and Faith Formation Officer: Adults          Discipleship and Faith Formation Officer: Adults          Discipleship and Faith Formation Officer: Young Adults          Discipleship and Faith Formation Officer: Families/At-Home          Discipleship and Faith Formation Officer: Youth and Children (Secondary)          Discipleship and Faith Formation Officer: Children (Primary and Nursery)</p> <p><b>Indirect reports</b>          3Generate Design Team          Cliff College Discipleship Faculty and Staff</p>
<b>Resources</b>	The Discipleship area of the God For All section of the Connexional budget, approximately £600,000/year

## ROLE ACCOUNTABILITIES

The activities, functions, and areas of accountability for the job are – working in the Mission Team and alongside the Ministries Team and Learning Network of the Connexional Team, and collaboratively with leaders across the Methodist Church and our ecumenical partners – to:

1. Oversee the continued development, implementation, and embedding of a biblically- and theologically-coherent vision and strategy for Methodist discipleship – grounded in God’s action, through participation in Jesus Christ through the Holy Spirit – in order to expand, organise, and normalise a culture of faith formation in districts, circuits, and new and existing churches across the Methodist Church.
2. Direct the development and organisation of all adult discipleship training and resourcing streams. This includes refining current pathways of training, reflection, and practice; creating comprehensive delivery plans; analysing, setting, and evaluating programme targets; and managing all strategic aspects related to networks and communities of practise for leaders and churches committed to adult discipleship.
3. Overseen by the Director of Evangelism and Growth, build, implement, and direct a renewed strategy of faith formation for children, youth, and young adults. This will include but not be limited to ensuring that the strategy: reflects the Church’s theological understanding of making and growing new disciples of Jesus Christ; sets clear processes and goals for starting new youth discipleship communities in every circuit and church; commits and oversees significant resourcing to economically-marginalised children, young, people, and communities; and clarifies and continues to shape 3Generate – the Methodist Church’s major event for children and young people – to be grounded thoroughly in the Christian discipleship journey, with clearly-focused, concrete, and foundational ways for children and young people to respond to God.
4. Working collaboratively with the Director of Ministry Development, lead on the theological grounding and practical embedding of discipleship-based leadership development in the Methodist Church, investigating complex conditions, analysing and understanding problems, integrating expertise and learning in content and pedagogy, and proposing and building innovative solutions related to the health of leadership development pathways.
5. Oversee and manage the theologically-rooted writing, design, production, and stabilisation of the *Methodist Way of Life* core suite of discipleship resources – developing and expanding them to include clear pathways for spiritual exploration, theological reflection, justice-seeking, biblical literacy, accompanying resources for baptism- and membership-preparation, etc.; and ensuring their adaptability for diverse contexts.
6. Organise, develop, and manage the pathways and offerings related to the Methodist Church’s commitment to deepening prayer and the contemplative dimension of spiritual formation, including retreats, pilgrimages, sanctification and the means of grace, spiritual growth and holiness, and the cultivation of the spiritual disciplines.
7. Working alongside the Learning Network, lead the development of particular strategic guidance for and manage the related systems of starting, growing, and replicating discipleship small groups (Wesleyan class meetings, pastoral groups, etc.) and other forms of faith accompaniment in new and

existing churches across the Connexion.

8. Work alongside the Faith and Order Committee and the Ministries Team to contribute to the exploration of the theological and practical renewal of our preaching and liturgical life and its crucial role in faith formation.
9. Manage to the Evangelism and Growth portfolio of the Connexional Team partnership that creates and facilitates digital discipleship content.
10. Manage all Connexional sub-budgets; all Connexional Team officers related to Discipleship; and the aligned discipleship relationships at Cliff College, Queen’s Foundation, and within the Learning Network, the Digital Team, and other relevant teams and groups.
11. Undertake any other reasonable duties as requested by the Director of Evangelism and Growth and the Head of Mission, appropriate with the grade of the post.

## Person Specification

GRADE LEVEL FIVE			
	Essential	Desirable	Assessment Method
<b>Education and Training</b>			
Degree or equivalent level qualification in theology, discipleship, spiritual formation, missiology or other relevant discipline; or equivalent professional work experience, with the evidenced ability to think theologically and work strategically to contribute to organisational vision and strategy	X		A/Q
Postgraduate qualification level in a relevant discipline		X	A/Q
Formal training in project management		X	A/Q/I
Formal training in coaching		X	A/Q/I
Formal training in another related discipline such as spiritual direction, community organising, teaching/facilitation, conflict transformation, etc.		X	A/Q/I
<b>Proven Abilities, Knowledge and Skills</b>			
Proven track record of at least seven-ten years of leadership and direct work experience in discipleship and faith formation	X		A/Q/I
Proven ability to write about, present, and teach the theology and practice of discipleship to church leaders in a sophisticated, adaptive, and accessible way	X		A/I/P
Ability to be a strategic planner, creative thinker, and operational director, with proven ability to set clear priorities, work under pressure, and meet deadlines	X		A/I/P
Experience of working directly and constructively with senior Church leaders at District, Connexional, and Ecumenical levels	X		A/I
Experience of leading team management, line-management, and/or	X		A/I

professional supervision			
Effective networking, relationship building, influencing and negotiation skills	X		A/I
Experience of developing, delivering, and managing complex projects and achieving successful outcomes, including evaluation and sharing the learning with a wide range of groups and people	X		A/I
Proven ability to communicate in writing and orally at a high level	X		A/I/P
Authorised preacher/leader of worship		X	A/I
Experience in children's or youth work		X	A/I
Experience of working with theological diversity and different faith traditions	X		A/I
<b>Personal Qualities</b>			
Demonstrates a wide understanding of and commitment to the work and mission of the Methodist Church, as embodied in <i>Our Calling, God For All</i> , and other major Connexional strategies	X		A/I/P
Mature Christian faith with giftedness and passion for sharing this faith in ways that make sense to people unfamiliar with Church	X		A/I/P
Evidence of a personal and corporate spiritual practice, including a rhythm of prayer and worship, including being a member in good standing of a church in association with CTBI or equivalent	X		A/I
Willingness to travel within Britain, and possession of a valid driving license	X		A
Availability to work irregular hours especially evenings/weekends	X		A
Demonstrate awareness of, and sensitivity to, issues of equality, diversity and inclusion and a commitment to the unique value of the individual in all aspects of the Church's life	X		A/I/P

**Method of Assessment:** A – Application Form; I – Interview; W – Written exercise; P – Presentation; G – Group exercise; Q – Proof of qualification (certificates or transcripts)

*(We reserve the right to assess any other aspects of the role in a format not previously described)*

## TERMS AND CONDITIONS

<b>Health and Safety:</b>	The post holder will be subject to the Methodist Church in Great Britain's Health and Safety policy						
<b>Equal Opportunities:</b>	The post holder will be subject to the Methodist Church in Great Britain's Equal Opportunities policy						
<b>Physical Conditions:</b>	Open plan office accommodation						
<b>Remuneration:</b>	Level 5						
<b>Hours of Work:</b>	<p>5 days per week</p> <p>The normal hours of work will be from 9.00am to 5.00pm with an hour for lunch. A flexi-time scheme is in operation, core working hours are 10:00am to 12 noon and 2:00 pm to 4:00 pm. With the prior agreement of the line manager, the working day may commence from 8:00 am and will finish no later than 6:00 pm. The flexi-time policy should be referred to for further information.</p> <p>Some flexibility in working hours may be required due to the nature of this post and</p>						
	the work of the Team. Payment for overtime is not given but employees are entitled to time off in lieu by arrangement.						
<b>Holiday Entitlement:</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">During the first to fourth years</td> <td style="text-align: right;">25 days</td> </tr> <tr> <td>During the fifth to ninth years</td> <td style="text-align: right;">28 days</td> </tr> <tr> <td>During the tenth and subsequent years</td> <td style="text-align: right;">30 days</td> </tr> </table> <p>Plus Bank Holidays and an extra three days at Christmas and New Year.</p>	During the first to fourth years	25 days	During the fifth to ninth years	28 days	During the tenth and subsequent years	30 days
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During the fifth to ninth years	28 days						
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<b>Sick Pay:</b>	Entitlement in accordance with the Connexional Council's terms and conditions of employment						
<b>Pension:</b>	There is a pension scheme that all eligible lay employees will be auto-enrolled on to. Employees who do not meet the auto enrolment criteria are eligible to join the scheme subject to certain provisions.						
<b>Probationary Period:</b>	Appointments for lay employees are made subject to the satisfactory completion of a probationary period, normally six months.						
<b>Season Ticket:</b>	Season ticket loans or a Cycle to Work Scheme are available after the satisfactory completion of the probationary period.						