

 **Churches Together in Lancashire**

**Ecumenical Facilitator**

**Job Description**

***This is a half-time post (20 hours a week)***

**Job title**: Ecumenical Facilitator for Churches Together in Lancashire

**Location**: The officer will work from his/her home

**Accountable to**: Churches Together in Lancashire (the employer) c/o its Chair

who will meet with the Officer on a regular basis

and will put into place effective line management and support for the Officer.

# Overview

The Ecumenical Facilitator shall facilitate and support the churches of Lancashire in their relationships with one another and their wider mission in the world, by encouraging and developing the principles and practices of ecumenism throughout the county.

In particular, s/he will:

* Work in partnership with the Social Justice/Inter Faith Development Officer and alongside other colleagues within Churches Together in Lancashire (CTL).
* Work closely with the Church Leaders, supporting, challenging and facilitating their strategic collaboration and fellowship.
* Enhance the ecumenical life and mission of the Church in Lancashire.
* Facilitate and work with the team of Denominational Ecumenical Officers to encourage and support local ecumenism creatively, especially Churches Together Groups and Local Ecumenical Partnerships, in their mission to the communities they serve.
* Continue exploring and developing relationships with the wider Christian community across Lancashire.

# Tasks

1. The Ecumenical Facilitator in partnership with the Social Justice/Inter Faith Development Officer, shall assist the Churches at all levels in Lancashire to work more closely together. In particular, s/he will service and manage the work of the core meetings of Churches Together in Lancashire in consultation with its President and in collaboration with the Treasurer and any other officers.
2. The Ecumenical Facilitator shall work closely with Lancashire's Church Leaders, setting up and servicing their meetings as required and enabling their closer collaboration.
3. S/he will relate to denominational structures in Lancashire and to other ecumenical groups, institutions and organisations within the county. The Officer will sometimes be required to liaise personally with these bodies but is encouraged to ensure that others within CTL take on some of these liaison responsibilities to build up a network of representation as part of a collaborative style of working.
4. A key group of colleagues for the Ecumenical Facilitator is the team of Denominational Ecumenical Officers within which s/he has a co-ordinating role. His/her task is to facilitate this team, ensuring a collaborative encouragement, stimulus and support for local ecumenical endeavour and initiatives, especially but not only in the form of Churches Together Groups.
5. This team of Denominational Ecumenical Officers will ensure that CTL carries out its Sponsoring Body responsibilities for Local Ecumenical Partnerships, organising reviews and advising on constitutions etc. While the Ecumenical Facilitator facilitates the team, to free him/her for development work, s/he should not normally participate in reviews nor give advice to LEPs.
6. In partnership with the Social Justice/Inter Faith Development Officer, the Ecumenical Facilitator will coordinate county-wide events.
7. S/he will support the development of ecumenical action for unity by local church communities through the provision of information and resources for networking.
8. Together with the Social Justice/Inter Faith Development Officer, the Ecumenical Facilitator oversees all CTL publications, including any newsletters, annual report and the website. A key task is to communicate good news stories.

The Ecumenical Facilitator works in the context of a network of similar officers in the counties of England ('Intermediate Level') and is supported by Churches Together in England most usually via its Field Officer for the North and Midlands. As well as attending CTE's training course for new officers in the first year of appointment, the Ecumenical Facilitator will also attend annual meetings of Intermediate ('County') Ecumenical Officers and will meet with those in his/her region two or three times a year for mutual support, help and collaboration.

# Other requirements

This is a half-time post and much of the work involves travelling in the CTL area and beyond. The Ecumenical Facilitator will work flexible hours, including some evenings and weekends – this is not a 'fixed hours' job.

An Occupational Requirement exists for the post-holder to be a Christian in accordance with the Equality Act 2010.

The post is subject to an enhanced check by the Disclosure and Barring Service.

22 August 2013