

# Support Raising Development Lead

Role Description and Recruitment Pack



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## Role overview

<b>Title:</b>	Support Raising Development Lead
<b>Hours:</b>	Full time, 35 hours per week
<b>Contract:</b>	Permanent
<b>Location:</b>	1 Lamb's Passage, London, EC1Y 8AB There is some flexibility to work remotely, although you must be able to work in the office at least two days per month, or as the organisation requires.
<b>Reports to:</b>	Head of Individual Partners
<b>Salary:</b>	£31,000 p.a.
<b>Closing Date:</b>	Tuesday 23rd April 2024, 9am

## Why this position is important to us

This role will require someone who can deliver Biblical teaching and prayer in the context of the training of those in Christian ministry. This is as well as thought leadership and coaching which will rely on being able to share personal testimony of their own experience of God's faithfulness and provision in their own ministry roles prior to joining Stewardship.

## The impact you will have in this role

Your role will involve building on our existing Individual Partner programme, including delivering and growing our successful Support Raising Training, 1-to-many coaching and peer group support, and related blog and email content. You may also be involved in some of the day-to-day running of Individual Partner accounts.

You will also pioneer growing our work with Christian organisations who use the support raising model, offering guidance, training and networking opportunities to this community. You will help to establish healthy practices and cultures of support-raising for these organisations and their workers, who find joy as they step out in faith to raise the support they need to be successful in their vision and mission.

# Welcome to Stewardship

Big or small. First or last. Given or received. We make every gift count.

We're a place where connection happens - where those called to give meet those called to go. A community of generous stewards uniting to use all God has given us to love Him, love one another, and love our neighbours as ourselves.

We help Christians give and we strengthen the causes they give to.

We call this **Active Generosity**.

## Our vision and values

Our vision is for the world to encounter Jesus through the generosity of His church.

At our core, as believers in Jesus Christ, are the biblical values of:



**Generosity**  
expressed with  
**Joy**



**Relationship**  
strengthened with  
**Understanding**



**Integrity**  
demonstrated with  
**Justice**



**Service**  
delivered with  
**Excellence**

For over 100 years, we've helped Christians, charities and churches activate generosity, resource their calling and make a difference in Jesus' name.

In 1906, Stewardship was created by a small group of Christians uniting to release generous gifts and financial support to Christian ministries in the UK and overseas. Among their number were professionals and philanthropists, chemists and church planters, factory workers and evangelists, with each giving as they were able.

Today we help over 30,000 Christians experience the joy of being 'actively generous', supporting over 4,000 churches, 2,300 Christian workers and 6,000 charities.

Our methods have changed, but our mission remains the same.

# Job detail

## Overview

Our Individual Partnership programme provides those called to Christian ministry with an account to manage financial support and tools and training to be effective in raising and maintaining a team of supporters.

As the Support Raising Development Lead within the Individual Partnerships team, your role is to train, coach and develop best practice and thought leadership for individuals and organisations who adopt the Support Raising model.

Success in your role will be seeing the individuals and organisations we serve supported sufficiently in prayer, financial giving, and encouragement to enable them to thrive in the ministry to which God has called them, ultimately resulting in increased grants out to them from Stewardship.

## Main responsibilities

### Strategic Partnerships

- Represent Stewardship at the Network Forum Guiding Group in order to network among Support Raising focused organisations, be aware of current culture, practices and issues around Support Raising, and building connections for possible future partnerships.
- Be a subject matter expert on support raising to help guide our Product team to create new solutions that help partners raise more support using the Stewardship platform.
- To be the lead advocate of this extended product offerings to relevant organisations and ministries.
- Identify organisations which our Individual Partners work with, in order to communicate opportunities for potential growth in support for their workers by attending our training.

### Support Raising Training

- Organise and deliver our Support Raising Training courses throughout the year, at a frequency agreed with the Head of Individual Partnerships
- Be the lead trainer for the courses, delivering content to high levels of satisfaction.
- Building a team of trainers to assist in the delivery and expansion of the course.
- Manage the delegate experience from booking to post-training surveys and follow up

- Produce and regularly improve training materials, delegate handouts etc, based on surveys and feedback.
- Regularly review and improve the impact and effectiveness of the training.

### **Support Raising Surgery**

- Plan, deliver and grow the adoption and impact of our monthly Support Raising Surgery; an hour-long session for those who have attended the training to ask questions, be encouraged, review their goals etc.

### **Insights**

- Carry out analysis of Partner Accounts to understand account usage and client needs to influence the services we provide. This may involve, for example, working with our Data and Insights team to understand behaviours of particular segments, or generate new insights through polls and surveys to those we serve.

### **Communications**

- Create and curate resources such as blogs for those raising support, information papers, social media campaigns or messages, training notes and materials.
- You will be involved in updating our website along with the Head of Individual Partnerships to ensure it is a helpful and clear tool for Christian workers in understanding how we can partner with them to see them well equipped.

### **Innovation in Support Raising**

- You will initiate and implement new initiatives in conjunction with the Head of Individual Partnerships to help Individual Partners become more partnership minded, increase their partner base and thus increase their financial support.
- Examples might include online follow up videos for trainees, developing a self-guided online version of the training for those who can't attend the training in person on Zoom e.g. for those in other time zones.

### **Facilitating giving to Individual Partners**

- As a member of the Individual Partnerships team you will also be expected to provide support and assist colleagues who manage the support raising accounts and interact with our clients by phone, or email.
- To stay up to date with our best practice and the needs of our clients you will also provide cover to assess new applications from time to time, and be involved in understanding and resolving issues that may arise quickly and efficiently.

## It's all about you...

We recognise that to be great at your role, there are certain characteristics that are important and others that enable a good fit within our existing team and culture.

- You must have excellent verbal and written communication skills and be able to communicate clearly and effectively. You'll have a talent for explaining and presenting information in an easy-to-understand way to an audience.
- You must have good numeracy skills, be able to deliver work with high levels of accuracy and demonstrate attention to detail.
- You must have the ability to understand and articulate the 'bigger picture' and be as comfortable in the detail, as in the long-term strategic planning and conversations.
- You will have the ability to build and maintain strong relationships across the organisation, with a friendly, confident and collaborative approach. You are able to find a mutually beneficial solution when faced with a challenge or difference of opinion.
- You must enjoy working as part of a team and also recognise individual responsibility to contribute to the performance and success of the team. There should be an understanding of the needs of others and a willingness to help and adopt a flexible approach to working patterns.
- You should be a motivated self-starter, able to work independently, prioritising tasks. You should be comfortable working under pressure to challenging deadlines, able to adapt to rapidly changing situations and workloads, be well organised and able to multi-task.
- You should be willing to offer your perspective and are able to challenge constructively where required.
- You will be a practicing Christian and be able to clearly demonstrate a personal commitment to the mission, principles, values and practices contained in our Ethos Statement. You should also be able to demonstrate enthusiasm for the Christian purposes of the organisation and a readiness to support and contribute to its ethos.

## Desired skills and experience

Skills and experience	Essential	Desirable
You will meet our Occupational Requirement to be a practicing Christian as an active member of a local church and be able to clearly demonstrate a personal commitment to the mission, principles, values and practices contained in our Ethos Statement.	✓	
Have the Right to Work in the UK (we do not offer sponsorship arrangements).	✓	
Experience working with a Christian mission organisation and a minimum of two years raising personal support.	✓	
The ability to communicate effectively and build working relationships with a variety of stakeholders across missional organisations, including organisation leaders and their staff.	✓	
Confident in delivering training a group in person and online. Caring in a one-to-one situation.	✓	
Ability to think strategically and develop new or existing products or services (e.g. training).	✓	
A demonstrable ability to consistently deliver on time with high attention to detail and accuracy. Organised with great administrative skills.	✓	
Ability to work alone, take initiative, plan and prioritise work.	✓	
Confident with numbers, statistics and basic reporting.	✓	
Competent with different or new technologies including Outlook, Zoom and Teams, website editing etc.	✓	
Experience using online training platforms.		✓
Experience writing blogs or similar and have already written and published content.		✓



# Working for us

## Q. What are the usual working hours?

A. Stewardship's normal office hours are 9am to 5pm, Monday to Friday, but you may be required to work flexibly between 8am and 6pm in accordance with the needs of the organisation.

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## Q. How much Annual Leave do you offer?

A. All full-time employees receive 27 days Annual Leave, and 8 days bank holiday leave.

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## Q. What are the pension arrangements?

A. Stewardship offers a generous pension contribution; the equivalent of 10% of your gross annual salary into a group personal pension scheme (applicable after 3 months service). A salary sacrifice scheme for personal contributions is also available.

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## Q. Is it possible to work from home?

A. Yes, we are happy to offer flexibility for this role but would expect you to be able to work in our London office for a minimum of 2 days each month, or as required by the organisation.

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## Q. What staff benefits do you offer?

A. Once probation has been passed, there are number of benefits available to staff:

- Subsidised exercise membership
  - Hybrid and flexible working options
  - Contribution to your charitable giving account
  - Generous leave allowances
  - Long service awards
  - Participation in the Cycle to Work Scheme
  - Death in Service benefit (4x annual salary)
  - Free Westfield Health Cash Plan to help cover the cost of dental, optician, and other treatments, online GP appointments and helpline.
  - Interest-free season ticket loan
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# How to apply



## Occupational Requirement (OR)

As a result of our Christian ethos, this post is covered by an Occupational Requirement (OR) under Part 1 of Schedule 9 to the Equality Act 2010. The successful applicant will be expected to be a practising Christian and to clearly demonstrate a personal commitment to the mission, principles, values and practices contained in our Ethos Statement, by:

- Active membership of local church congregation.
- An understanding of the faith aspects of the work of Christian charities, including the preparedness to pray with colleagues, where appropriate.



## Contact us

For any questions or to arrange an informal conversation about this role, please contact Joan Gray, our People, Culture & Place Administrator, on:

Telephone: 020 8502 5600 extension 307

Email: [careers@stewardship.org.uk](mailto:careers@stewardship.org.uk)



## How to apply for this position

You can apply online for this role at [www.stewardship.org.uk/jobs](http://www.stewardship.org.uk/jobs)

Please remember to also upload a copy of your C.V. along with a covering letter that demonstrates what you would bring to this role, to Stewardship and how you fulfil the Occupational Requirement.