



**URBAN
SAINTS**
WESTBROOK

Westbrook Team Leader

Information Pack



URBAN SAINTS

Around 95% of young people do not actively engage with Church. The mission of Urban Saints is to make young disciples for Jesus, meeting young people wherever they are and introducing them to Jesus. Our vision is to be an effective disciple-making movement, reaching young people in every community in the UK and Ireland.

Our amazing volunteer leaders gather young people and children together with brilliant weekly groups, an exciting Christian programme and wonderful residential experiences. Tens of thousands of children and young people have been loved, discipled and launched into the world to make a difference for Jesus Christ through Crusaders (our name until 2006) and Urban Saints.





URBAN SAINTS

WESTBROOK

Urban Saints Westbrook is a residential centre suitable for church, youth and school groups, set in 18 acres of mixed parkland near Ryde, on the beautiful Isle of Wight.

Urban Saints Westbrook provides a safe and fun environment, founded on Christian beliefs so that young people have the opportunity to form genuine and lasting relationships. The centre will also provide a place where they can express their faith and have the tools to learn more about it.

westbrook.urbansaints.org



The Role

Key responsibilities

The Westbrook Team Leader will be responsible for leading and managing the team at Westbrook. In practice, this means overseeing the different team members at Westbrook, both at a pastoral level as well as the team's work priorities. The role will also involve maintaining overall spiritual oversight of the team and nurturing a healthy team culture. The role will include interfacing and building relationships with external organisations who are using, or will potentially use, the Westbrook Centre.

This role will formally sit within the Enabling Team (operations) but will be broader in scope and influence than just the Enabling Team.

Key responsibilities

- Overall responsibility for the Westbrook team's welfare and pastoral needs.
- Overall management of the Westbrook Centre.
- Overall responsibility for the team's work priorities.
- Setting a healthy culture that is consistent with Biblical values.
- Maintaining spiritual oversight at Westbrook.
- Ensuring appropriate access to training for the Westbrook team, some of which may be in-house.
- Setting the direction and strategy of the Westbrook Centre alongside the Enabling Lead.
- Escalating issues and requesting help from the Enabling Lead where needed.
- Participating in recruitment processes for new team members at Westbrook where needed.
- Setting up and working with a local management team.
- On-call cover when necessary due to team leave.
- Represent the Westbrook team to the wider Urban Saints team.
- Building relationships with youth groups (church/parachurch) as well as local churches themselves, whether they are already users of Westbrook or potential users in the future.
- Recruiting and developing volunteers for Westbrook.
- Marketing and promotion of Westbrook.

(The above list of job duties is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope and level of the post.)



The Person

About You

We are looking for someone who easily builds and maintains interpersonal relationships, who can lead and manage a team, and who has strong communication skills. An ideal candidate would be passionate about mission through Urban Saints and will be servant-hearted in the way they lead the team.

You will be able to demonstrate the following:

Skills and Abilities

- Strong influencing skills.
- Able to lead and manage a team through different seasons.
- A mindset of continuous improvement.
- Excellent planning and organisational skills.
- Financial and budgeting skills.
- Good interpersonal skills to develop excellent relationships with a wide range of people.
- Good written and oral communication skills.
- Ability to market ideas, including in the context of fundraising.
- Strong monitoring and evaluation skills.
- Confident in MS Office (Word, Excel, Outlook, SharePoint etc.) as well as other IT packages.
- Ability to deal with confidential information appropriately.

Knowledge and Experience

Essential:

- Excellent experience in leading and managing teams.
- Knowledge of safeguarding guidelines and best practice.

Desirable:

- Understanding of the charity / parachurch context.
- Experience with working with residential facility or in hospitality sector.
- Experience working with youth organisations / local church.
- A degree or relevant qualifications/experience to the role.
- An understanding of building facilities and services, including maintenance needs.

Christian Ethos

This post is subject to an Occupational Requirement that the post holder is a committed Christian under Part 1 of Schedule 9 to the Equality Act 2010. All applicants must be committed to the aims, ethos and values of Urban Saints.

We highly value a diverse and inclusive team and are committed to an equitable work environment where every person is set up to thrive. Having a diverse workforce allows us to benefit from a variety of perspectives and give us strength in the work that we do. We encourage all qualified candidates to apply.

Benefits

- 25 days holiday plus bank holidays.
- Pension scheme: we contribute 6% to the Urban Saints pension scheme.
- Life assurance: you will receive life assurance cover to the value of four times your annual pensionable salary.
- Flexible working: flexible working arrangements may be possible, pending further discussion.
- Eight Volunteering days: you will have an opportunity to volunteer for one of our events or a similar charity of choice.
- Onsite rental accommodation is available for the post-holder. This can be discussed further at Interview.

Terms and Conditions

Salary:	Up to £38,000 (depending on knowledge, skills and experience)
Contract:	12-month fixed-term contract
Hours:	Full time (37.5 hours a week)
Location:	Urban Saints Westbrook Centre, Oakhill Road, Ryde, Isle of Wight, PO33 1PU.
Responsible to:	Urban Saints' Enabling Lead

How to Apply

To apply for this role send an email to recruitment@urbansaints.org with:

- your CV
- a completed Recruitment Monitoring Form (available at urbansaints.org/jobs)
- a covering letter which includes why you are applying for this role and why you think you are the best person for the role

The closing date for applications is midday, Friday 9th December 2022. However we reserve the right to close applications before this date if a suitable candidate is found.

Please note, interviews will take place at Westbrook on the Isle of Wight, which will provide the opportunity for candidates to view the site.