

Learning Development Manager (Insight)
Full-Time
£38,000 - £39,000. Three year fixed term contract

Job Description

BACKGROUND

Since 2019, supported by funding from the Church Commissioners (part of the Church of England at national level), the Diocese of St Edmundsbury and Ipswich has embarked on a significant programme of change, in line with our vision of "Growing in God" and with national Church of England priorities. This has involved a seven-year *Growing in God in the Countryside* project which is creating a rural landscape, richer and more diverse in its worshipping communities, reflecting the needs and interests of local populations and *Inspiring Ipswich*, a seven-year project to revitalise the deanery of Ipswich.

Alongside these, and across the diocese, our Strategic Transformation Programme is bearing fruit in developing missional incumbent leaders, embedding missional DNA across the Diocese, increasing vocations and developing a mixed ecology of church (including a strong focus on children and young people).

To sustain and build on what has been done so far, in terms of both culture change and developing skills and confidence, we now want to invest further in training and equipping ministers, both lay and ordained. This is a key part of our strategy for future growth.

DIOCESAN VISION & MISSION

The Diocese's vision of Growing in God envisages "flourishing congregations, making a difference" which takes shape through four mission priorities:

- Growing in depth
- Growing in influence
- Growing in number
- Growing younger

The Diocese's Strategic Transformation Programme (STP) is running from 2022 – 2031 and, in line with the vision and strategy of the Church of England nationally, has the aim of:

Being a church for everyone through:

- Doubling the number of children and young active disciples in diocese by 2030.
- Fully representing the communities we serve in age and diversity.

Providing a pathway for everyone into an accessible and contextual expression of church through:

- A parish system re-vitalised for mission so churches can reach and serve everyone in their community.
- Creating 120 new Christian communities across the four areas of home, work/education, social and digital by 2030 (12 pa over 10 years)

Empowered by:

- All Christians envisioned, resourced and released to live as disciples of Jesus Christ in the whole of life, bringing transformation to the church and world.
- All local churches, supported by the Diocese, becoming communities and hubs for initial and ongoing formation.

PURPOSE

The purpose of this role is to drive and lead the provision of structured learning and development opportunities for lay and ordained ministers through our online learning and support platform and Moodle provision, Insight, in line with the strategic priorities of the Diocese and the needs of parishes and their ministers. Fundamentally, it is about resourcing and being part of the team delivering training for people who are to become ordained and lay ministers and leaders and helping our existing Priests, Deacons and Lay Ministers to develop their skills further to become better at what they do.

We are looking for someone who is excited by the work of mission and is motivated to help facilitate growth in the church. You will have experience and proven success in a training and development context, ideally in theological education or continuing ministerial development, with the use of flipped classroom techniques and populating online platforms such as Moodle. You will also have the interpersonal and organisational skills to build relationships and work in teams, develop and deliver high quality development programmes, and show the value of investment in learning and development as an enabler of mission and church growth.

REPORTING TO

The Director of Mission and Ministry.

DIRECT REPORTS

Insight Administrator
Volunteers delivering teaching and training

KEY CONNECTIONS

- Diocesan Ministry and Mission Team, including the Diocesan Director of Ordinands, Diocesan Mission Enabler and Diocesan Growing Younger Enabler.
- IME2 Coordinator
- Diocesan Communications Team
- Incumbents and Diocesan Clergy
- Course tutors, trainers and Theological Educational Institutes
- Lightwave and Inspiring Ipswich leaders
- Learners and deliverers of education across the Diocese

KEY TASKS

- Assume ownership for driving, developing and monitoring the effectiveness of our vocational learning and training platform, Insight, and act as an internal Champion in terms of promoting the platform to clergy, licensed lay ministers and laity across the Diocese.
- Create, populate and maintain the resources on Insight along with the administrator, to ensure clarity and consistency. Conduct regular analysis and evaluation of content and user activity and feedback.
- Work with key partners, such as Training Education Institutions (TEIs), to develop and maintain the Moodle side of Insight and develop a flipped classroom approach to learning (building on existing learning, experience and pre-course work). Assume accountability for teaching others how to utilise Moodle to its full potential.
- Develop new content and support existing discipleship pathways through Insight and maintain links with national resources for use across the Diocese.
- Be an active part of the Mission and Ministry Leadership Team, identifying and addressing strategic ministerial training needs in line with the Diocese's vision and priorities.
- Work with the Initial Ministerial Education Part 2 (IME2) lead to develop our Auxiliary Ordination Pathway for locally deployable Self-Supporting Ministry (SSM) deacons and priests, engaging with a partner Training Education Institutions (TEI) to gain accreditation for the scheme. Once accredited, drive the ongoing development of high-quality theological training and formation utilising Insight.
- Engage with our Local Lay Ministry (LLM) community to develop different ways of learning, taking into account preferred learning styles, to effectively support both the individuals learning and the growth of the ministries across the Diocese.
- Deliver training modules, as part of the training programmes or as one-off courses.
- Evaluate training activity to ensure it is effective and meets the training criteria.
- Lead on relationship management with the Suffolk Ministerial Development Programme (which aims to develop and support missional leaders) to build on the work done to date to set up this programme and to provide follow-on support and resources through Insight.
- Engage with the Ministerial Development Review process as a means of identifying development needs and linking to national resources.
- Work with relevant local and national partners to support parish churches and Fresh Expressions in resourcing them for mission.
- Work with the Mission and Ministry team in its discernment, support and evaluation of resourcing our parishes to engage in the Growing in God vision.

- Any other ad-doc projects.

This post will be based in the Diocesan Office in Ipswich with some travel expected.

PERSON SPECIFICATION

Note: In accordance with the equality act 2010 it is an occupational requirement that the post holder is a practicing Christian as the post holder will be required to represent the Christian religion in relation to the mission of the project.

ESSENTIAL	DESIRABLE
Qualifications/Knowledge	
<ul style="list-style-type: none"> • Experience of creating and developing high quality, effective learning and development programmes. • Experience of working in partnership with others to achieve a shared goal. • Be able to demonstrate a detailed understanding and appreciation of the Church of England, its underlying principles and mission, and awareness of ministerial development pathways • A degree or equivalent level qualification or experience of working in an educational/training setting. • Ability to travel across the Diocese and to key TEIs • Proven experience of assessing and evaluating the effectiveness of training material • Experience of delivering training. 	<ul style="list-style-type: none"> • Experience working in theological education • A theology degree or equivalent.
Experience	
<ul style="list-style-type: none"> • Line management experience of employees, casual workers and volunteers. • Experience of working with online portals such as Moodle. • Experience of strategic planning of learning and development provision across an organisation(s). • Experience of gathering information to report on clear impact measures. 	<ul style="list-style-type: none"> • Familiarity with Pioneer Ministry within the Church of England. • Engagement with colleges and universities regarding growing spiritually and creating opportunities to develop discipleship pathways. • Experience of working alongside church leaders. • Experienced in growing children and families/youth/student ministry in number and depth, both with those

<ul style="list-style-type: none"> • Experience of working in a church or parachurch context, either in a paid or voluntary capacity. • Experience of engagement with churches regarding growing spiritually and creating opportunities to develop discipleship pathways. • Experience of developing, adapting and delivering appropriate training material in person and online. • Working knowledge of Microsoft Office including Word, Excel, PowerPoint, Outlook, Moodle and populating an online learning platform. • Experience of evaluation of initiatives' outcomes and impact. 	<p>already engaged with church communities and those currently outside the life of the church.</p> <ul style="list-style-type: none"> • Experience and knowledge of IME1, IME2, Reader and LLM training.
<p align="center">Skills and Abilities / Aptitudes</p>	
<ul style="list-style-type: none"> • Ability to lead and work collaboratively and in partnership with others. • Strategic thinking and the ability to take the wider view and think creatively. • The ability to develop plans, successfully influence others, gain stakeholder buy-in when needed and drive project implementation. • Excellent communication and stakeholder engagement skills. • Proven training development, delivery and facilitation skills. • Collaborative skills – the proven ability to work with others involved in mission, vocations and development and with experienced leaders across an organisation. • Ability to motivate and inspire others at a variety of levels of seniority. • Ability to review indicators and evidence of progress and a willingness to adjust plans as needed. • Attention to detail. • Ability to reflect theologically and enable others to do so. • Be pastorally caring and discerning. 	<ul style="list-style-type: none"> • Demonstrable ability to be part of, and contribute to, a wider team as part of a large national institution and to work alongside colleagues with different specialisms.
<p align="center">Work-Related Personal Qualities</p>	

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| <ul style="list-style-type: none">• A generous-hearted team member.• A leader who releases and enables others.• Desire to serve the local church and its leaders in mission and ministry.• Openness to new ideas and willingness to experiment.• Collaborative and self-aware.• Integrity and well-developed sense of responsibility.• Resilience and perseverance – able to maintain focus despite challenges, to find creative ways of dealing with difficulties, and to accept and deal with criticism in a constructive way.• Committed to Diocesan (DBF) work values of respect, support, transparent and quality.• Willingness to travel across the diocese to engage with parishes and other stakeholders.• Willingness to work flexibly at weekends and evenings as needed.• An amiable personality and a good sense of humour! | |
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GENERAL INFORMATION

About Us

The Diocese of St Edmundsbury & Ipswich has 445 parishes in 129 benefices and serves approximately 660,000 people living in a geographical area of more than 1,400 square miles.

The Diocesan Board of Finance (DBF) serves and supports our parishes and schools offering the people of Suffolk the opportunity to encounter God and grow in Christian faith. We strive to do this in providing service and support in line with our values of Respect, Transparency, Quality and Well-being.

Salary	£38,000 - £39,000
Term	Fixed term contract for three years with the possibility for extension beyond if funding permits
Pension provision	If eligible, Membership of the Church of England Pension Builder 2014 Scheme following completion of probation period.
Hours of work	35 hours per week some flexible working is required e.g. working some evenings and weekends. TOIL (time off in lieu) is applicable for evening and weekend working to be agreed with line manager.
Holidays	25 days paid leave in addition to the usual public holidays plus Discretionary days at Easter and Christmas
Probation Period	Six months during which time progress is regularly reviewed and the period may be extended.
Notice period	During probation 2 weeks and thereafter 1 month.
Place of work	The postholder will be based at the Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich IP1 1UQ and required to travel throughout the diocese on occasion and attend a wide range of meetings.
Other	The appointment is subject to an enhanced DBS check Use of own personal transport and insurance for business use. Expenses for mileage will be met by the diocese.

NOTES: The current main duties and responsibilities of this post are outlined in the job description. The list is not meant to be exhaustive. The need for flexibility, shared accountability and team working is required. The post-holder is expected to carry out other related duties that are within the employees' skills and abilities, commensurate with the post's banding and whenever reasonably instructed.

For an informal conversation please contact:

Sharron Coburn, Director of Mission and Ministry.

Application packs available from: Diocese of St Edmundsbury & Ipswich Website
<http://www.cofesuffolk.org/vacancies>

Please note: Applications will only be accepted on our DBF application forms. Please do not apply directly from online jobsites or send CVs.

Applications marked 'Confidential Application' to be sent to: HR Manager at HR@cofesuffolk.org or by post to Diocesan Office, St Nicholas Centre, 4 Cutler Street, Ipswich IP1 1UQ.

Closing Date for Applications: Wednesday 12th February 2025

Interview Date: Monday 3rd March 2025