



CHIEF EXECUTIVE OFFICER

A unique opportunity has arisen to take The Arthur Rank Centre and our growing Germinate brand onto the next stage of its development.

We are seeking to recruit a new Chief Executive Officer to extend our work with rural churches and communities and further develop the organisation for the future.

Germinate has a leading track record in resourcing, training and advising rural churches and their communities. Our vision is to help rural communities flourish by working alongside local churches. We do this through a wide range of training programmes, courses and resources.

Working with and reporting to the Chair and Trustees, the Chief Executive Officer (CEO) has responsibility for developing and implementing this vision.

In recent years we have launched the Germinate Programme, which includes creative leadership training, rural church learning communities, a biennial Germinate conference, an annual lecture, a rural business start-up programme and re-developed www.germinate.net as a resource hub.

As our current strategy nears completion and with the retirement of the current CEO, the Trustees are seeking a skilled and inspiring leader to take us to the next stage in our development.

Overview

This is an exciting role with support and funding to make a significant contribution to rural churches and communities at a time of considerable national change.

We are seeking an individual who:

- Is a skilled and creative leader who is able to work collaboratively with staff, trustees, partners and networks
- Is a practicing Christian whose journey of faith has included leadership experience
- Is imaginative, entrepreneurial and empathetic.
- Understands the diverse context and mission of the rural church and the changing situation of agriculture and rural enterprise.
- Is committed to the vision and purpose of Germinate and developing and extending its work.
- Is professional, highly organised and commercially minded.
- Is enthusiastic and motivated.

The role is based at Germinate offices at Stoneleigh Park, Warwickshire. The post is subject to an occupational requirement that the holder be a practising Christian under Part 1 of Schedule 9 to the Equality Act 2010.

The Methodist Church, the United Reformed Church and the Church of England base their National Rural Officers at Germinate. These two posts make a significant contribution to the work

programme, training and project delivery. A key to success will be building strong and creative relationships with these post holders and with other National Rural Officers (or equivalent) appointed by Christian churches.

We encourage a diverse staff team and aim to provide a working environment where all staff at all levels are valued and respected. We welcome applications from candidates of all factors irrelevant to a person's working ability.

Duties and Key Responsibilities

- To guide and develop the work of the organisation with the Board of Trustees, providing strong leadership and co-ordination in order to ensure that its aims, strategic objectives and priorities are achieved in line with Germinate's mission.
- To communicate our vision, raise our profile and be an effective ambassador; specifically to engage with the media and social media, speak out on issues of concern to rural churches and communities and promote our work through speaking, preaching, and training engagements.
- Oversee the preparation of an annual work programme and business plan.
- Manage Germinate's budget and identify and generate additional funding as required to support our core and project activities.
- Identify and initiate new areas of work relating to rural churches and communities in line with agreed objectives.
- Secure and develop established activities that remain fundamental to our work.
- Reflect theologically with staff and allow this to shape and direct our work.
- Direct, co-ordinate and manage the work and activities of the Germinate team.
- Create and implement efficient and effective office procedures and policies suitable for a charity of the nature and size of Germinate.
- Develop and maintain robust relationships with the national churches, relevant members of the voluntary sector, Germinate partner organisations and relevant Government departments.
- Work with the Farming Help charities and support the provision of chaplaincy services to the farming community as required.
- Offer advice and support to the Board of Trustees as and when required.

General Responsibilities

- Line manage staff members reporting directly to the CEO.
- Oversee administration procedures, policies and implementation to ensure compliance in employment, finance, fund raising, communication and health and safety.
- Ensure staff training and development needs are met.
- Abide by organisation policies, codes of conduct and practice as described in the Staff Handbook.
- Support and promote diversity and equality of opportunity in the work place.
- Treat with appropriate confidentiality personal, private or sensitive information about staff, other individuals and stakeholders.
- Carry out other associated duties as may arise, develop or assign in line with the broad remit of the post.
- Maintain and improve leadership ability and competencies through continuous professional development.

Personal Specification

We are looking for a leader, lay or ordained, who can inspire and motivate our staff, Board of Trustees and partners. We seek someone who is able to lead us in the next stage of our development and consolidate the work already being carried out.

Essential

- Proven skills in vision and leadership and a track record of delivery.
- Ability to form professional working relationships, particularly with the National Rural Officers based at Germinate.
- A good understanding of UK rural churches, rural communities and agriculture.
- Commitment to working ecumenically.
- Education to at least degree level or comparable level of professional experience.
- Excellent communication skills (oral and written).
- Organisational, budgeting and team management skills.
- A proven track record in sourcing and assessing a variety of funding streams.
- Ability to use ICT and social media in relation to the role.
- Be a practising Christian in full agreement with the aims of the charity.

Desirable

- Qualifications in a subject connected with the rural focus of Germinate.
- Ability to work across a wide range of interest groups whilst maintaining a focus on Germinate's role
- Ability to understand the importance of research, accurate data collection and presentation.

Team

Under present staff arrangements the following report to the CEO:

- The Office Manager
- The Projects and Communications Officer
- The Development Officer.

In addition, there is an Office Administrator, line-managed by the Office Manager, a bookkeeper and accountant who work on a contract basis for Germinate and from time to time, other consultants and contractors working on specific projects. The two denominational National Rural Officers relate directly to the CEO but are managed from within their denominational structures.

Further information and an application form can be obtained from Alison Selwood, alisons@germinate.net, 024 7685 3060. For an informal conversation regarding the nature of the role contact: Jerry Marshall, jerrym@germinate.net, 024 7685 3063.