Job Description

Communities Lead

Torch Trust

Torch has a core belief - People with sight loss have an equal and valuable part to play in church and Christian communities.

Torch has a purpose - Working together to reach and enable people with sight loss to have fulfilling Christian lives.

To achieve our purpose we currently have three priorities:

Priority 1 - Changing lives - Encourage people with sight loss to grow in faith

Priority 2 - Changing Communities - and thrive in Christian community

Priority 3 - Changing Relationships - Enabling Torch Trust to meet its purpose

Torch also has a distinctive culture that reflects its Christian beliefs and has been shaped by its history of seeking to be faithful to God’s guidance. Our values inform the choices made by Torch, what we do and the way we do it.

Our Values are: Christ-centred; People-focused; Openness; Creativity

Occupational Requirements

Torch is a Christian Mission working primarily with Christian organisations and Christian clients. This role requires that the appointed person is in close contact with our users and/or supporters who are likely to expect to be interacting with a Christian person and may be required to pray and share Christian experiences. It is therefore a requirement of Torch Trust for the Blind that the person appointed is a committed Christian and able to respect the Torch Basis of Faith.

Job Description and Detail

Job Title
Communities Lead

Location
Torch national office, Market Harborough, Leicestershire

Reports to
Chief Executive Officer

Key relationships
Services Lead
Relationships Lead
Executive Assistant
Main Purpose
To assist the Chief Executive Officer in particular and the wider Executive team in the implementation of our Priority Two Changing Communities Strategic Plan as a part of Torch’s strategic team as listed below:

Priority 2: Changing communities

Encouraging people with sight loss to thrive in Christian Community
At Torch we welcome all, people of all faiths and no faith, and we want everyone who is blind or living with sight loss, to have the opportunity to grow in their Christian faith and thrive in Christian community. We will seek active and fruitful partnerships, equipping Christian organisations to include people with sight loss and secular organisations (usually sight loss professionals) to consider the spiritual needs of their clients. We will support Christian communities and organisations, including digital communities, and seek to ensure large scale events are more accessible. We will prepare a new offer for Torch friends old and new at different locations around the country, this will bring together our opportunities to engage with Torch groups, Sight Loss Friendly Churches, our existing clients and also to reach new Torch friends across the UK. We will continue to build on our relationship with our international partners - Torch Malawi.

Priority 2 plan for 2020
In 2020 we will develop relationship management processes to capture and follow up on our relationship with churches. We will seek to engage churches already known to Torch as well as reach out to new churches through promotion and marketing. We will promote Sight Loss Friendly Church Sunday - 7th June and link our service offer to churches with our ACL offer. We will develop a range of gatherings and events around the UK, including Torch Together (5 residential opportunities). Torch Together will combine the opportunity to serve people with sight loss and work in partnership with local churches and sight loss agencies.

After a Torch visit to Malawi early in 2020 we will continue to honour our partnership agreement through our communication channels encouraging support for Torch Malawi.

Goal 2.1: Deliver excellent SLFC services (SLFC Services meet BAU; 1,000 SLFCs partnering with Torch; 3 volunteer events; 30 volunteers)

Goal 2.2: Deliver Torch Together and engage with Torch Groups ((Over 50 Torch Groups in partnership with Torch; 5 Torch Together events across the UK)

Goal 2.3: Develop Christian community’s partnerships (Capture and celebrate partnerships; Torch Malawi partnership and visit in Feb 2020)

Goal 2.4: Develop Sight Loss Agency partnerships (Capture and celebrate partnerships; Increase client referrals from SLAs)

Main Duties and responsibilities:
This list gives an indication of the overall areas of work which the post holder will be expected to cover:
To support the Chief Executive Officer through the effective leadership and management of Priority Two Changing Communities and the associated strategic actions and objectives.

The effective delivery of the Sight Loss Friendly Church campaign through Torch’s representatives and volunteers, its sustained promotion and support to build relationships between Torch and churches.

To engage with Christian communities at both a local and national level identifying key influencers and possibilities for Torch to broaden its reach and engage in strategic partnerships for the benefit of Torch’s purpose.

To effectively manage Torch staff and volunteers associated with Priority in line with Torch policies and procedures.

To understand and build upon Torch’s relationships with sight loss organisations ensuring Torch staff and volunteers are well equipped to signpost churches (and where appropriate clients).

To identify key strategic opportunities linked to Sight Loss Organisations and support the Chief Executive Officer in building strategic relationships for the benefit of Torch’s purpose.

To ensure key communications reflect Priority Two strategic aims where appropriate and ensure that any communication linked to Priority Two are delivered through supporting the Chief Executive Office in the delivery of Developing Torch Aims 5 - Promote Torch and 6 - Build Partnerships.

To represent Torch at strategic level events, meetings, conferences or in building and maintaining key relationships for Torch - in particular linked to Church and Christian Communities.

To contribute effectively to strategic work through attendance, contributions, reports and completion of tasks set by strategic colleagues.

To engage with and support the effective leadership of Torch groups.

To liaise with other Torch staff in order to fulfil key aims or support Torch’s main purpose.

Lead during prayer time, days of prayer and on all other appropriate occasions take the opportunity to commit the work of Torch to the Lord in prayer and participate in the spiritual leadership of the work of Torch Trust.

To undertake such other duties as the Chief Executive may from time to time determine.

**Person Specification:**

This is a key appointment in Torch Trust; as such the person appointed will be able to demonstrate a sense of God’s calling to the work and be able to show that they are motivated by their personal Christian faith in this work.

The following attributes are all essential requirements

Experience, knowledge and understanding

- Proven experience relevant to leading a programme of this size and complexity
- An experienced project or programme leader, with a proven track record of delivering project outcomes
• Strong organisational and budget management skills, including the ability to deliver quality services within the constraints of budget and staffing

• Able to lead, motivate and develop a team of staff

**Personal skills and attributes**

• A committed and practicing Christian

• A humble servant heart with a demonstrable empathy with blind, partially sighted and other disabled people

• An effective communicator, able to form trusting, constructive relationships and represent Torch in an engaging and inspiring way

• An engaging public speaker

• Proven ability to lead with or without close supervision

• Ability to take initiative and find creative solutions to challenges

• A systematic and principled approach

• Drive and determination to see tasks through to completion.

• Proven ability to maintain maturity and resilience in challenging circumstances.

• Willing and able to travel around the UK, including working some non-standard hours as necessitated by the demands of the role

**Contract and Work Pattern**

• This is a permanent contract of 35 hours per week over five days. There will be a varied working pattern to cover events and engagements

• Salary £26,262 p.a.

February 2020