



EMBA Regional Minister - Notes for Applicants

- Full time Regional Minister post.
- Remuneration 1.2 x Baptist standard stipend.
- To include either provision of housing, housing allowance or leaseback arrangement, ideally situated on the A1 corridor.
- Holiday entitlement is five weeks per year plus statutory holidays.
- The EMBA follows the BU Sabbatical programme.

What is the East Midland Baptist Association (EMBA)?

Introduction

This document is to be read in conjunction with:

- The EMBA Vision and Values booklet.

Purpose of the EMBA

The purpose of the EMBA is to serve Baptists of the East Midlands in mission. Other information, which describes the EMBA vision, can be found on the Association's website www.embaptists.co.uk

Activities

We wish to be apostolic in our five areas of priority.

These are:

- Pioneering
- Equipping
- Inspiring
- Partnering
- Caring

All of these have the focus of extending God's Kingdom and supporting those who are serving in our Baptist churches.

Our aim is to encourage churches to be healthy and growing. This includes working to:

- Facilitate pioneering initiatives and reshaping existing works.
- Support church leadership by testing calls to ministry, recognising a call, facilitating placements for ministers in training, development of newly accredited ministers with training and mentors, working with churches and ministers in the settlement process and providing pastoral and welfare support to ministers and their families.
- In partnership with others, work in wider ministries, represent the EMBA in the BU, contributing to the work of the BU and promoting the work of the BMS.
- Through various means this occurs such: organising events, communicating and dealing with media, providing treasury and resource management, supporting the Working Groups and providing secretarial functions of minute taking, convening meetings and the like.

Background detail

The EMBA is a Company limited by Guarantee which brings together approximately 149 Churches in Leicestershire, Rutland, Nottinghamshire, Derbyshire and Lincolnshire. Three churches have a membership of over 160, twenty-six between 80 – 160, and one hundred and twenty less than 80 of which sixty-six have 29 or less members.

The Association Team comprises an apostolic Regional Team Leader (RTL), two salaried full time Regional Ministers, two part-time Administrators, and a non-salaried bookkeeper. It is envisaged that the capacity of the team will be increased by appointing part time Regional Associates with a variety of specialisms.

The EMBA elects a Board of Directors which has a responsibility to oversee the work of the Association. The EMBA Company owns a Trust Company which holds the EMBA's reserves.

The EMBA has a number of specialist Working Groups which report to the Board. Their activities are facilitated by the Association Team.

The EMBA has its office within the offices of West Bridgford Baptist Church, Nottingham NG2 7NF.

Job Description

The RM is responsible to the apostolic Regional Team Leader who acts as line manager.

The RM's duties are:

1. To work with the RTL, EMBA Board of Directors, Member Churches and Working Groups to seek God's will in pioneering opportunities and mission for the Association, its Member Churches, the BUGB and the East Midlands.
2. To contribute to the work of the Association Team and the EMBA to carry out God's will and mission for the Association, the BUGB and in the East Midlands. Do this by:
 - a. Carrying out strategies, policies and processes to be implemented through the organs of the Association, its Member Churches and clusters and networks of such churches
 - b. Communicating effectively
 - c. Working and liaising with other local ecumenical networks, Partner Associations, colleges, the BMS and the specialist teams at the BU
 - d. Overseeing and directing the activities of allocated Association Working Groups
 - e. Representing the EMBA at BUGB working groups and committees as required.
3. As the task demands, manage and coordinate the work of salaried and non-salaried staff of the Association Team leading groups on initiatives and projects.
4. Provide regular advice and information to the Board as to the progress of programmes, policies, and processes.
5. Promote, inspire and develop healthy churches through the continuous development of church leaders, the support and mentoring of churches, provision of relevant training programmes, regional and sub-regional church gatherings.
6. Provide guidance and pastoral support for those in and considering church ministry and pastoral leadership. This to include people:
 - a. Testing a call to ministry and following the recognition and accreditation processes of the Baptist Union of Great Britain
 - b. Newly accredited as ministers, ensuring effective supervision and development, liaising with mentors, and reporting to BUGB Ministries Team

- c. Entering the settlement process, facilitate Ministerial settlements within the Association and representing the Association at meetings of the National Settlement Team as and when required
 - d. In an ongoing ministry, by promoting in-service training, sabbatical programmes, the Baptist Union of Great Britain's Appraisal Scheme, other resources for ongoing ministerial development and facilitating local and regional gatherings for ministers.
7. Provide guidance and pastoral support for churches entering the settlement process by, facilitating Vision Days, arranging the services of an Interim Moderator and regular contact.
8. Within the allocated churches provide an effective conciliation service to achieve reconciliation within and between churches. Keep comprehensive records and report regularly to the RTL. Provide ongoing pastoral care to all ministers and churches. Frequently contact ministers and pastoral leaders and their families. Encourage and support churches, as required, with preaching and teaching. Liaise with other Association Team members and BUGB teams on matters relevant to ministers as deemed appropriate.
9. Work sensitively with EMBA member churches, other churches and agencies to develop new pioneering initiatives, church replanting and facilitate closure arrangements. Provide for pastoral support, specialist guidance and resources as appropriate and available.
10. Ensure that the Association meets its statutory requirements with regard the Safeguarding of Children and vulnerable adults, Health and Safety, Equal Opportunities and Data Protection.
11. Carry out other duties, which are appropriate for the post of RM and that will from time to time be required.
12. Keep available an efficient and safe means of travelling around the East Midlands and beyond.
13. Be prepared regularly to work unsociable hours including evenings and weekends.

Person Specification

The following person specification will be used as the basis for the selection process. The items will be initially assessed from the application form and therefore each item needs to be addressed. At interview specific items will be assessed from a

candidate's presentation (marked P) and others explored further through the interview process (marked I) or through your references (marked R).

Aptitudes		
Christian, with a dynamic personal faith, exercised in the Baptist tradition, personally committed to the Declaration of Principle of BUGB.	Essential	P
Models a spiritual life that is committed to a growing relationship with God in the fellowship of the Church.	Essential	I R
Capable of effectively leading and coordinating groups and teams building trust in a complex association of diverse members.	Essential	P
Effective for God with a desire and commitment to do God's work and fulfil His mission.	Essential	P I R
A clear thinker capable of taking and delivering initiatives and processes so that strategic plans are implemented well.	Essential	I
Skills		
Personally and professionally well organised.	Essential	I
Capable of discerning priorities, managing workloads and projects effectively.	Essential	I
Able to supervise the work of others.	Essential	I
An effective communicator.	Essential	P
IT literate and conversant with modern media.	Essential	I
An effective preacher and teacher.	Essential	R
An ability to engage with conflict in a constructive and biblically sound way, working towards resolution and reconciliation.	Essential	I
Capable of contributing to a team engendering trust from its members.	Essential	R
Strong interpersonal skills capable of building and maintaining strong networks and partnering arrangements.	Essential	P I R
Competent in applying biblical teaching to a range of issues within society and the church.	Essential	I
Experience		
Leading or has led a Baptist church for a minimum of 5 years.	Essential	I
Leading or has led a growing healthy missional church.	Desirable	I
Working in a team to achieve successful outcomes.	Essential	I
Taking an active part in the work of a Baptist Association.	Desirable	I

Providing effective mentoring and pastoral support to organisations and individuals in a Christian context.	Desirable	I
Working in partnership with people from other Christian traditions.	Desirable	I
Qualifications and knowledge		
An accredited minister of the Baptist Union of Great Britain.	Essential	
Theologically educated to degree level.	Desirable	
Familiar with safeguarding legislation for children and vulnerable adults.	Essential	I
Have a working knowledge of Health and Safety issues.	Essential	I
Have a working knowledge of Equal Opportunities legislation, Data Protection and understanding of the benefits of diversity and the need for inclusion.	Essential	I

Selection Process

The selection process is as follows:

Friday 16 February 2018: Post advertised. In this period people considering making an application can speak to Mark Clay, the EMBA Regional Team Leader, 07975 863 772.

Wednesday 14 March 2018 at 12.00 noon: Closing date for applications. All applications to be made by email to bnicholls.emba@gmail.com Short listed candidates will be required to sign their application form on the day of the interview.

Monday 19 March 2018: Short-listing takes place. References will be sought for all shortlisted candidates.

Tuesday 27 March 2018: Interviews.

Following an exchange of offer and acceptance letters and the receipt of acceptable references, with the agreement of the successful candidate, details of the appointed person to be released.

1 July 2018: Post commence (subject to the successful candidate's notice period).

Interview Day Structure

It is envisaged the interview will include a presentation by the candidate and questions from the Appointing Group. Candidates will also have an opportunity to ask their own questions.

We would like the presentation to answer the following two questions:

- How do you see the role of a Regional Minister differing with that of a local Church Minister?
- In the light of the EMBA's vision, how would you see the role of a Regional Minister helping the Association to build the Kingdom of God within the region?

The presentation will be strictly time limited to 15 minutes.

To Apply

Please email a full CV and letter of application outlining your vision, gifts and experience for this role, referring to the job description and person specification. Please also include two referees, one of whom should be your current employer/church.

Applications should be emailed to Mrs Becky Nicholls (EMBA Administrative Support) at bnicholls.emba@gmail.com **by no later than 12 noon on Wednesday 14 March 2018.**