



Transformed Lives | Growing Church | Building Community
THE KINGDOM OF GOD - GOOD NEWS FOR ALL

The Derby Diocesan Board of Finance Limited

Diocesan Environmental Engagement Officer

Job Specification

DEPARTMENT:	Discipleship, Mission & Ministry <i>Buildings for Mission sub-team</i>
SALARY:	£30,000pa (pro rata)
HOURS:	17.5 hours per week (some remote working possible, as agreed with Line Manager)
LOCATION:	Derby Church House, Full Street, Derby, DE1 3DR
SUPERVISED BY:	Buildings for Mission Team Leader
RESPONSIBLE TO:	Director of Discipleship Mission & Ministry

DIVERSITY STATEMENT

As an equal opportunities' employer, we particularly welcome applications from UK Minority Ethnic/Global Majority Heritage (UKME/GMH) candidates who are currently underrepresented in our organisation. All appointments will be made on merit of skill and experience relative to the role.

If you have a disability or long-term illness that otherwise prevents you from meeting any of the essential criteria, please contact us to discuss whether reasonable adjustments can be made.

THE DIOCESE OF DERBY

The Church of England operates through 42 dioceses each under the leadership of a diocesan bishop. The Diocese of Derby covers almost all of the County of Derbyshire (except for a small area in the north), the City of Derby, and a small area of Staffordshire. The Church offers its ministry to the whole community, in the Diocese of Derby covering a population of over a million people.

Within the Diocese there are 235 parishes and 137 benefices as well as a number of other ministry contexts, around 300 church buildings served by approximately 120 stipended clergy, around 35 self-supporting ministers supported by over 190 clergy with a Permission to Officiate (PtO), over 130 Readers (licensed and with PtO) and hundreds of volunteers.

The Derby Diocesan Board of Finance employs around 50 people to resource the Diocese of Derby. There are also 111 church schools within the Diocese governed by the Diocesan Board of Education (DBE).

THE DIOCESAN VISION

The Diocesan Vision is:

The Kingdom of God: Good News for All – Transformed lives: Growing Church, Building Community.

We will deliver this vision through deepening our relationship with God, making new disciples, serving our local contexts and challenging injustice, whilst prioritising being greener, younger, more diverse and those living in economic and social deprivation.

The Bishop's Leadership Team has discerned the specific initiatives that we will resource and promote to deliver our desired outcomes. Consultation with key stakeholders across the diocese will take place shortly to further shape our strategic planning and implementation.

The Diocese of Derby has been working for several years to encourage collective and individual actions intended to help combat climate change. In response to the challenge laid down by General Synod in February 2020 to ramp up efforts to reduce emissions and take urgent steps towards net zero carbon by 2030, Derby Diocesan Synod voted in November 2023 to support the declaration of a global climate crisis and back this aspiration. This reprioritisation of environmental action has resulted in the creation of this role.

ROLE PURPOSE

The Diocese of Derby is committed to becoming a greener, net zero carbon diocese as it responds to the fifth mark of mission, to strive to safeguard the integrity of creation and sustain and renew the life of the earth.

The postholder will work in collaboration with existing and yet to be appointed officers within a new 'buildings for mission' sub-team of the Discipleship, Mission & Ministry department to support, enable and develop initiatives that inspire, encourage and support individuals, churches, schools and other Christian communities to cherish creation, cut carbon and speak up.

The role of the Diocesan Environment Engagement officer will be supervised by the 'Buildings for Mission' Team Leader, who is also the Church Buildings Support Officer.

The role is open to either lay or ordained applicants.

DUTIES & RESPONSIBILITIES:

Key Responsibilities

- To be an informed and knowledgeable advocate and champion for environmental issues across the Diocese, keeping up to date with the work of national environmental organisations and charities.
- Establish a team of volunteer environmental advocates to further the work of diocesan environmental action.
- To provide overall coordination leadership (*working with colleagues as required*) to progress through the A Rocha **Eco Diocese** Award Scheme.
- To promote and develop the A Rocha **Eco Church & School** Award Scheme, working with volunteers to establish a plan to encourage and support churches, schools and the Diocese to achieve Bronze, Silver and Gold awards.
- To lead, develop and manage the annual collection of data through the **Energy Foot printing tool**.
- To lead, develop and manage the **Caring for God's Acre** work supporting groups and individuals to investigate and care for burial grounds.
- Work collaboratively with colleagues on projects and initiatives where net zero carbon and environmental action overlap.
- Speak and teach in churches and church groups to encourage a practical response to the call to cherish creation, cut carbon and speak up.

- Work with others to develop prayer, worship and other resources for local church communities and groups.
- Work with the Diocesan Communications team, ensuring a supply of information, stories, messages and news for the environmental strand of the communications plan.
- Connect with, and participate in, the national Diocesan Environmental Officer network on issues relevant to the role.
- Serve as a permanent member of the Diocesan Advisory Committee for the Care of Churches.
- Provide relevant committees and groups data and reports, undertaking analysis and research where required.
- Contribute and help implement the overall Diocesan vision and strategy for the environment as required.
- Participate in departmental and organisation-wide meetings and training.
- Undertake other duties as relevant to the role.

KEY RELATIONSHIPS

Internal	External
Church Buildings Support Officer (Team Leader)	DEO National Network
Buildings for Mission Team	
Discipleship, Mission & Ministry department	
Archdeacons and their teams	
Parish Clergy	
Parochial Church Councils (PCC)	

Person Specification

Attributes	Essential	Desirable
<p>Qualifications</p> <p>A degree or professional qualification in environmental science, or equivalent experience</p>		√
<p>Experience</p> <p>Experience of successfully organising, leading and developing projects that seek to bring about change in culture and behaviour</p> <p>Experience of working on issues relating to creation care, the climate and the environment</p> <p>Experience in and of the church (<i>preferably, but not limited to Anglican churches</i>)</p> <p>Experience of drawing up and monitoring project programmes/KPIs</p> <p>Experience of reporting and preparing papers for committees or strategic groups</p>	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	
<p>Skills and Abilities</p> <p>The ability to network and build informal relationships, networks and alliances for change with a wide range of people with different perspectives and priorities</p> <p>A passion for environmental issues and knowledge of current environmental debates and challenges</p> <p>Confidence in working with and developing prayer, worship and biblical resources on issues of creation care for local churches and individual Christians</p> <p>Excellent organisational & administration skills</p> <p>The ability to communicate clearly, inspiringly and practically with a wide range of people, in a range of settings and media, on issues relating to creation care</p> <p>Strong written and verbal communication skills, including the ability to tailor words and pictures to different audiences and present credibly to senior leadership teams</p> <p>IT literate, including proficiency in Microsoft 365 (Word, Excel, PowerPoint)</p> <p>Ability to deal with many types of people at all levels in a direct, tactful & diplomatic way, and build strong & effective working relationships</p> <p>Numerate (able to interpret, analyse & present data & statistics in reports, tables & graphs and able to work with budgets & financial information)</p>	<p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p> <p>√</p>	√

Personal qualities		
A clear personal commitment to the climate and biodiversity crises and a commitment to enabling a corporate response.	√	
Committed to the Diocesan mission.	√	
Creative and collaborative thinker.	√	
Be inspiring, enthusiastic, encouraging and supportive to others, both one-to-one and in groups	√	
Be sympathetic in understanding the range of church traditions	√	
An appreciation of, and commitment to, diversity and inclusion	√	
Willingness to work some evenings and weekends	√	

TERMS AND CONDITIONS

Salary	£15,000 per annum for 17.5hrs
Job Type	Permanent, part-time.
Pension	Based on Auto Enrolment qualifying criteria employer contributions equivalent to 10% of the gross salary into an approved personal pension plan, paid monthly. If the Church workers pension fund is selected 9.5 % of the gross salary will be paid into the pension fund and 0.50% will be paid to life insurance.
Hours of work	17.5hrs, to be agreed with post holder [office anchor day, Wednesdays] Some evening and weekend work may be required. Some remote working possible, as agreed with Line Manager.
Holidays	Full time holiday entitlement - 25 days plus statutory bank and public holidays. In addition, the DBF provide 5 further days paid leave which are to be taken on a discretionary basis as determined by the DBF. For part time staff the total holiday entitlement will be calculated pro rata based on the number of hours worked.
Probation period and termination	The appointment is subject to a six-month probationary period during which it may be terminated by either party by one week's notice. Following the satisfactory completion of the probationary period the appointment may be terminated by either party by three months' notice.
Evening and Weekend working	From time to time there will be the requirement to attend meetings during the evenings and at weekends. Time off in lieu will be given for any hours worked.

The Diocese of Derby intends to review job descriptions annually as part of the staff review process, to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the line manager in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

Signed by the Employee:Date:

Signed by the Manager: Date: