

## Position Description

**Title:** Church Engagement Manager

**Workload:** Fulltime / 0.5 FTE (negotiable)

### Purpose of the Position

The Church Engagement Manager will play a crucial role in raising people up to support the fight against poverty and injustice in partnership with UnitingWorld and the global church. This role uniquely combines theological education with fundraising efforts, emphasising that our faith is embodied through real action and giving.

The Church Engagement Manager will grow understanding of and support for UnitingWorld's programs by teaching about mission and discipleship and building relationships and winning trust. They will work closely with the Head of Growth to build strong networks and devise innovative approaches to engage and champion the agency within the Uniting Church community. This includes collaborating with congregations, community groups and individuals, to foster a shared commitment to positive change through financial support.

### Context

UnitingWorld collaborates with churches across the Pacific, Asia and Africa to deliver programs that address poverty and injustice and build leadership and institutional capacity.

UnitingWorld is an agency of the Uniting Church in Australia (UCA), working exclusively through collaboration and relationships with partner churches in our region. The relevance and effectiveness of UnitingWorld programs is built on the foundations of strong partnerships between churches, based on shared faith and history.

UnitingWorld programs focus on themes that are significant existential issues for our partners: poverty alleviation, gender equality, disaster/climate change preparation, and leadership and organisational capacity. UnitingWorld interprets the rigorous principles of sustainable community development through the lens of our Christian faith, is committed genuine mutuality with our partners, transparency, accountability and strong governance.

UnitingWorld has a strong supporter base within the UCA, from an older demographic. We are pursuing strategies to engage and inspire new generations, inviting them to join in a movement that brings transformation to vulnerable communities overseas, and challenges and grows our supporters to live lives of purpose and integrity.

### Working relationships:

Reports to: Head of Growth

Works alongside: the Fundraising and Programs teams

### Location of Role

Sydney, Melbourne or Adelaide with flexibility for working from home available.

### Key Responsibility Areas

#### Mission Animation

- Articulate and communicate the underlying theological imperative for partnering with the global church for justice and inspire congregations and church communities to get involved.
- Connect with congregations through teaching, preaching, and witnessing about the transformative work of God through the ministry of the global church.
- Invite and challenge people to contribute, pray for, promote, and advocate for this work as part of their own discipleship and faith practice.

### **Congregation Engagement**

- Contribute to the development and implementation of congregation-based initiatives to widen the supporter base and increase financial support.
- Collaborate with the Fundraising Team to roll out fundraising campaigns in congregations, establishing key touchpoints for churches and developing follow-up journeys that lead to first or repeat gifts.
- Regularly speak at the services of congregations, inspiring them to act.

### **Supporter Relations**

- Build and maintain relationships with supporters and create opportunities for them to connect with the work they are funding.
- Conduct regular outreach efforts to facilitate communication between UnitingWorld and its supporters.
- Oversee supporter facing events where required.

### **Bequests**

- Contribute to the development and implementation of effective marketing and communication campaigns to promote bequest giving and raise awareness about the organisation's mission.
- Establish and maintain strong relationships with existing and prospective supporters, providing personalised support and guidance throughout the bequest giving process.
- Collaborate with other fundraising staff to integrate bequest giving into broader fundraising initiatives.

### **Data Management/Administration**

- Maintain accurate and up-to-date records of congregation and supporter information, interactions and contributions within the organisation's Customer Relationship Management system.
- Regularly report on progress towards key outcomes.
- Monitor and evaluate the effectiveness of congregation fundraising activities and campaigns, adjusting as needed to maximise results.

## **Skills & Experience Necessary**

### ***Essential***

- Experience in a Christian Church leadership or ministry role, with a demonstrated ability to speak theologically and develop relationships with members and leaders of faith communities.
- Ability to work in culturally and linguistically diverse contexts.
- Strong time management skills, with the proven ability to manage multiple projects, prioritise work, and meet tight deadlines.
- Willingness to travel within Australia and work weekends when needed.
- Compelling oral and written communication skills, including public speaking.
- Ability and willingness to work as part of a team and comply with the priorities and policies of the organisation.
- Proficiency with workplace computing software and a willingness to learn new apps.
- Preparedness to work within the ethos and practice of UnitingWorld and the Uniting Church in Australia.
- Must have the right to live and work in Australia (citizen or PR).
- Must have national police clearance and working with children check.

### ***Desirable***

- Experience in community services or not-for-profit sector.
- Knowledge of and experience with Customer Relationship Manager databases and data analysis.
- Relevant tertiary qualifications or commensurate experience.

We prioritise the safeguarding of all people, including the prevention of sexual exploitation, abuse and harassment, and the protection of children. Employment and engagement is conditional upon the outcome of appropriate checks.