

Chief Executive Officer



About the Role

This role is to lead The Feast's work nationally, to see young people learn to live well with their peers and neighbours of different faiths and cultures. This will be achieved through effective leadership of four regional teams made up of development workers, sessional youth workers, volunteers and through a range of collaborative partnerships. The trustees seek an entrepreneurial leader who will use their talents to build on the existing work to lead, grow and develop the organisation.

About The Feast

Young people today are growing up in a country surrounded by different faiths yet often lead separate lives, with little meaningful interaction. As a result, young people can experience barriers of ignorance, fear and mistrust in their communities, which sometimes lead to hostility or conflict.

Our vision is to see resilient young people who are confident in their beliefs and identity, able to build meaningful friendships with people who are different to them, comfortable to discuss challenging issues and committed to living well with their neighbours to work together for the good of society.

The Feast is all about...

- **Talking faith:** young people are encouraged and equipped to discuss their faith in ways which explore their similarities and differences. In doing this they learn about the faith of others and gain new insights into their own faith.
- **Making friends:** by bringing together young people in a positive and fun environment we provide opportunities for them to get to know one another, work together on projects and build friendships based on trust and respect.
- **Changing lives:** having been to events run by The Feast, young people are challenged and encouraged to live out the lessons they have learnt of friendship, understanding and peacemaking in their everyday lives.

Our core organisational values...

- We **celebrate difference**.
- We are **positive**.
- We are **authentic**.
- We are **collaborative**.
- We are **innovative**.

These can be best summarized in our 'Guidelines for Dialogue' used at all our events and available to download at <http://thefeast.org.uk/resources/guidelines-for-dialogue/>

National Structure

The Feast is a Christian charity founded in Birmingham in 2009. The Feast currently employs a small national office team and field staff in four UK locations - Birmingham, Bradford and Keighley, Luton and Tower Hamlets - most of whom are part-time.

The trustees of The Feast are all Christians; however, we do employ people of different faiths and backgrounds. We currently have Christians and Muslims, from a mix of ethnic backgrounds, on our staff and volunteer teams.

The Feast's national office is located in Birmingham, and will consist of the CEO, an Administrator and Finance Officer.

In each of the locations of our work we have established Local Leadership Groups (LLGs) which act as local agents of our Board of Trustees, with responsibility to set the direction, raise capacity and support staff in their local community.

Job Description

Summary

Job title:	Chief Executive Officer
Salary:	£35,000-40,000 PA depending on experience
Pension:	6% employer pension
Location:	Birmingham, UK
Reports to:	Chair of Trustees
Direct reports:	Development Workers and central office staff.
Hours:	37.5 hours per week (<i>The post requires flexibility in work hours with some evening and weekend work</i>). 25 days annual leave, 1 day for religious observance plus bank holidays
Contract:	Contract subject to a six month probationary period. <i>This appointment is subject to an enhanced DBS check.</i>

Job Purpose

1. Overall strategic leadership - supported by the trustees; to be responsible for implementing the vision and values of The Feast and delivering the strategic plan
2. Overall responsibility for resourcing the charity, with specific emphasis on fundraising
3. Being the public face of The Feast, developing clear communications, speaking and advocating on behalf of The Feast and responding to media enquiries
4. Managing the senior leadership and administration teams, developing policies and practices
5. Overseeing national projects and programmes
6. Inspiring the Christian community to engage with the work of The Feast
7. To lead on growth in accordance with the strategic vision – supporting the work of the local leadership groups to develop The Feast across different localities

Key Tasks

Specific duties and responsibilities include, but are not confined to the following:

Raising resources and building capacity

- Develop strategies and plans for long-term sustainability through grant applications, fundraising activities and relationship building with charitable bodies and government departments to develop a mixed economy of income sources

- Supporting Development Workers and LLGs to plan local fundraising and awareness raising events
- Ensure the recruitment, induction and training of new staff and volunteers who get involved in the work of The Feast, ensuring necessary training and resources, and direction
- Lead on developing new projects in conjunction with funders

Building and strengthening national and local connections

- Ensure that the vision, ethos and aims of The Feast continue to be embedded in all areas of the work and are clearly communicated internally and externally
- Take responsibility for all external communications to promote the vision and purpose of The Feast
- Build and maintain a network of churches and faith groups to share and communicate the vision for resources and support for the work of The Feast
- Speak in national and regional fora about The Feast to develop understanding and support and to invest in partnerships and collaborative work with faith-based organisations
- Take responsibility for the media strategy and promotional materials for The Feast and its work

Managing the senior leadership team

- Leading a creative and collaborative team of Development Workers who promote and maintain the vision and values of The Feast in their regions
- Setting and agreeing local targets and plans for fundraising in the regions
- Ensuring good relationships and communication between Development Workers and the Administrator and Finance officer
- Working with central office staff to ensure that good HR, finance, safeguarding, data management and other systems are in place and implemented effectively

Overseeing national programmes and projects

- Work with Development Workers and LLG's to create opportunities for active participation in national initiatives such as Near Neighbours
- Ensure that the values and ethos of The Feast are maintained when participating in national initiatives
- To create good working relationships with external national organisations
- Monitor and evaluate the outcomes of The Feast's activities and provide regular and timely reports to the trustees
- Report to funders and stakeholders about the use of funds and outcomes of programmes

Engaging the Christian community in the work of The Feast

- Advocate for The Feast at local and national gatherings of Christians

- To engage the Christian youth work community in understanding and participating in the work of The Feast
- To be able to articulate a Christian vision for the work, particularly but not exclusively, amongst an evangelical constituency

Engaging with the work of The Feast overseas

- Support the International Committee (a sub-committee of the Trustees)
- Liaise with partners in different countries
- Respond to opportunities to promote The Feast internationally where appropriate

This Job Description is not exhaustive. It may be subject to variation from time to time. The post holder will be required to undertake any other duties that may be reasonably required by the Chair of Trustees, commensurate with the level of the post.

Person Specification

Attributes	Essential	Desirable	How Identified
Attitude	<ul style="list-style-type: none"> • Passionate about young people as agents of change in their own communities • Able to work flexibly to suit the needs of the work • An understanding of, and a clear commitment to, the values and ethos of The Feast • Vision and creativity to lead and influence a diverse, national team • Personal integrity and commitment to the reputation of The Feast at all times • Active Christian faith 		Application and Interview
Education/ Training	<ul style="list-style-type: none"> • Evidence of continuous personal development • Leadership and management training 	<ul style="list-style-type: none"> • Educated to degree level • Qualification in management, theology or youth work 	Application & Interview
Experience	<ul style="list-style-type: none"> • Relevant experience of leadership • Experience of managing staff and supervising volunteers • Has developed collaborative relationships with staff, volunteers and stakeholders • Experience of managing conflict and conflicting demands – personal peacemaker • Proactively developed relationships with people of a different faiths and backgrounds • Strong communicator - at all levels • Performance management skills • Strategic planning 	<ul style="list-style-type: none"> • Worked in a multi-faith environment, and knowledge of interfaith encounters • Work in the education sector • Worked in Christian education 	Application & Interview
Skills	<ul style="list-style-type: none"> • Excellent written and verbal communication skills • Proven ability of fundraising significant sums of money • Develops others to reach their potential • Motivates, delegates and empowers others • Proven ability to plan, deliver and evaluate work • Full driving license and use of a vehicle insured for work purposes 	<ul style="list-style-type: none"> • Youth work • Fluent in a language spoken by the local community (eg Urdu) 	Application & interview Relevant

Knowledge	<ul style="list-style-type: none"> • Health and Safety awareness • Good practice in Equality and Diversity • Safeguarding in a youth work organisation • Inter-faith and intra-faith theology and practice 	<ul style="list-style-type: none"> • The history of Christian-Muslim or interfaith relations • Christian or Islamic theology • Secondary School education sector • Youthwork theory • An up-to-date knowledge of relevant government strategy and policies 	Application & interview
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