

Diocese of Leicester – Historic Churches Support Officer

Additional Information

Thank you for your interest in the post of Historic Churches Support Officer

In this document you will find some general information about the role and the Church Buildings Team along with information about how to apply. The job description and person specification are contained in a separate document.

The Diocese of Leicester was founded in 1926. It covers an area of nearly 835 square miles in the East Midlands and includes, the city of Leicester, Ashby de la Zouch, Hinckley Loughborough, Lutterworth, Market Harborough and Melton Mowbray. The Diocese serves a wide range of different communities. Leicester is the UK's first 'super-diverse' city; a city which has no single ethnic group in a majority. The county of Leicestershire includes both very rural areas with an agricultural heritage, and areas with an industrial heritage. Churches are at the heart of these communities, with congregations representing a broad range of cultures and Christian traditions.

The diocese has 306 churches open for public worship. 91% of these churches are listed; 18% are listed Grade I, and 55% Grade II*. Whilst many churches have members who are deeply committed to their local church, the sustainability and repairs of an historic building is often seen as one of the most challenging issues that PCCs have to face. Many parishes struggle to undertake the maintenance and repairs needed and this often leads to further deterioration of the buildings. In some places these challenges have been exacerbated by the effects of the pandemic; a number of churches which are not officially closed for worship have nonetheless failed to reopen since lockdown.

The Diocese is currently in the process of undergoing a major programme of change to form Minster Communities by 2026. The aim behind Minster Communities is to establish a sustainable and mission-focused foundation for the worshipping communities across our Diocese.

The Diocese of Leicester has been working in partnership with Historic England for over 5 years to address some of the challenges that these church buildings face. Initially this was a response to the challenge of metal theft; now there are new challenges. We are looking for somebody who is not only suitably qualified and experienced but is excited by the opportunity to make a significant contribution to the long-term sustainability of our historic church buildings and to enable parishes to care for their buildings.

The Historic Churches Support Officer will be part of the Church Buildings Team, working under the line management of the Buildings Development Enabler and alongside the DAC Secretary & Database manager.

More information about the Diocese of Leicester can be found on our website:

<http://www.leicester.anglican.org/>

Information about Minster Communities can be found under Shaped by God Together:

<https://www.leicester.anglican.org/about-us/sbgt/>

The Diocese of Leicester and Historic England are committed to providing equality of opportunity.

How to apply

Applicants are required to apply by providing a CV accompanied by a covering letter setting out their interest in and suitability for the role, with specific reference to the job description and person specification. Please also complete and return a Recruitment Monitoring Form.

The names of three referees must be provided, one of whom must be the current employer or most recent employer for applicants who are not currently in employment. The references will only be taken up after interview.

Applications should be sent by 12 noon on Monday 26 February

- by email to Andy Brockbank: andy.brockbank@leicestercofe.org
- or by post to Andy Brockbank, Diocese of Leicester, St Martins House, Leicester LE1 5PZ

For an informal conversation about the post you can talk to Gill Elliott on 07947 353 129.

The **closing date** for applications is **12 noon on Monday 26 February**

Shortlisting will take place on 1 March and every effort will be made to contact applicants as soon as possible after the shortlisting meeting.

Interviews will take place at St Martins House in Leicester on Friday 8 March.

Other Information

Employment status	The Historic Churches Support Officer will be an employee of the Leicester Diocesan Board of Finance, based at St Martins House, 7 Peacock Lane, Leicester LE1 5PZ.
Fixed Term	The post is funded by a three year grant from Historic England and is therefore for a fixed term of three years.
Salary	£36-38,000 per annum depending on experience and qualifications.
Hours	This is a 1.0 FTE full-time post (35 hours per week). Normal office hours are 8.30am to 4.30pm with an hour for lunch. Some weekend and evening working will be required, for which time off in lieu will be offered.
Pension	Defined Contribution pension of 10% of salary, paid by employer, with 0.5% going towards death in service benefits.
Annual leave	25 days, plus Bank Holidays.
Flexible working	There is a possibility of hybrid working involving working from home for 2-3 days a week, subject to the need to attend meetings at the office and elsewhere.
Probationary period	3 months
Anticipated start date	Early May 2024

The successful applicant will need to provide proof of right to work in the UK before taking up the post.