

Application Details: Director



Introduction

True Freedom Trust (TFT) is looking to recruit for the full-time post of *Director*. We are a small Christian charity providing pastoral support and teaching for over 45 years around issues relating to same-sex attraction. We have a network of Voluntary Workers who provide pastoral support, and we speak at churches across many denominations and at Bible colleges and Christian events around the UK & Ireland. You can find out more about us at our website: truefreedomtrust.co.uk

The Person

It is an occupational requirement for this role to be a Bible-believing Christian. Applicants will need to affirm their belief in both the [Evangelical Alliance statement of faith](#) and also the TFT [Basis of Belief](#).

For clarity, the role is open to both men and women of any sexual orientation. Applicants will be those who are excited to develop a vision for the work of TFT and a strategy to develop this. They will be team-minded, proactive, organised, resilient and self-motivated in their work. Please see the Person Specification below for more detail.

The Role

The Director's role is to lead and oversee all areas of TFT's ministry, working with the Trustees to set the strategic direction of the organisation, and managing the staff team accordingly.

Provided that the key responsibilities set out in the Job Description are prioritised, there is some flexibility as to how the *Director* balances the remainder of his/her working time.

Location

Working from home.

Travel to the head office in the Wirral to meet with staff team.

Travel to conferences and speaking engagements anywhere in the UK and Ireland.

Application process

If you would like to apply for the position of *Director*, please email the application form (available as a separate download) along with your CV (optional) to the *Chair of Trustees* at donald.vw@truefreedomtrust.co.uk before the deadline of 5pm on Monday 13th January 2025.

Interview dates and locations will be determined once applications have been received. Successful applicants will be advised of these after the deadline above.

Job Description: Director

This job description is to be read in conjunction with the Person Specification



Main Terms and Conditions

Reports to:	Chair of Trustees (and through him/her to the Board of Trustees)
Hours of work:	5 days (40 hours) per week. Each full day includes a 30-minute paid lunch break (pro-rated to 15-minutes for each half day). Occasional evening and weekend work required, with time to be taken in lieu. Study leave, conference leave and appropriate periods of rest from travel and speaking to be agreed with the <i>Chair of Trustees</i> each year, according to circumstances
Location:	Working from home. Reasonable home office and storage expenses to be agreed and paid.
Salary:	£37,500-£42,500 per annum, according to level of experience. This would be reviewed annually according to the Remuneration Policy

Purpose of the role

The *Director* is tasked with developing a long-term vision and strategy for TFT's ministry and working with the staff team, Trustees, Voluntary Workers, and members to deliver that vision. The *Director* acts as a figurehead for TFT

Evolution of the role

The Duties and Responsibilities outlined below match those of the current *Director*. A newly appointed Director may have different skills and strengths and the Trustees are open to varying the Role Description to match the specific skills of the incoming *Director* (although some managerial and governance duties are intrinsic to the position). The Trustees recognise that the role of *Director* should evolve as the ministry evolves and are looking for someone who can generate a vision for the role as part of their vision for the wider ministry.

Main Duties and Responsibilities

Strategy and Vision

- Generate and maintain a clear vision for TFT's ministry (short-, medium-, and long-term) and communicate this effectively to the staff team, Trustees, Voluntary Workers, and members.
- Listen to contacts, members, Voluntary Workers, Trustees, and staff and ensure the ministry is responsive to their needs.
- Develop TFT's strategy in conjunction with the Board of Trustees. Plan and lead the implementation of the agreed strategy, summarising this for the Trustees in an annual Work Plan.
- Remain aware of, and when necessary respond to, cultural and legislative changes relevant to TFT's ministry.
- Consider how the role of *Director* itself should evolve over time.

Leadership

- Represent TFT and speak on its behalf to the wider Christian community and, where necessary, the media.
- Build and maintain supportive relationships with a wide range of churches and Christian organisations.
- Keep up-to-date with cultural and theological developments around sex, relationships and gender and provide a lead to the staff team in its thinking on theological issues and their pastoral implications.
- Communicate effectively with the membership.

Staff Team Management

- Work with the staff team and Trustees to ensure the staff team has the correct composition, skills, and time to meet the needs of the ministry.
- Provide leadership to the staff team, instilling in them a shared vision and strategy for the ministry. Foster a positive and harmonious working environment.
- Manage weekly team meetings (usually virtual) and quarterly staff away days.
- Line manage the staff team, including annual appraisals and Wellness Action Plans.
- Support and invest in the development of individual staff members.

Governance and Finances

- Oversee arrangements for Trustees meetings, working with the *Chair of Trustees*.
- Keep Trustees informed of matters of fiduciary importance.
- Lead the development, implementation and maintenance of TFT's Policies and Procedures, ensuring all legal and regulatory requirements are met.
- Work according to TFT Policies, including the Code of Confidentiality.
- Oversee the finances of TFT, including fundraising and good stewardship of resources, in conjunction with the Treasurer, and supported by the *Operations Administrator*.
- Respond to and investigate complaints in line with TFT's Complaints Policy, with assistance from the *Chair of Trustees* when needed.
- Supervise the work of the Safeguarding Officers.

Speaking, teaching and writing

- Supervise the work of the *Speaking Team Manager*.
- Keep up-to-date with cultural and theological developments around sex, relationships and gender and provide a lead to the staff team in its thinking on theological issues and their pastoral implications.
- Supervise the development of resources for members, including the website, podcasts, and Ascend magazine.
- Agree with members and staff a schedule for meetings and conferences.

Pastoral Support

- Oversee the work of the *Pastoral Team Manager* and *Women's Worker*.
- Agree a schedule and syllabus for training provided to Voluntary Workers.
- Assist in delivering pastoral support to new contacts and Voluntary Workers as the needs of the ministry require.

Job description updated November 2024.

Person Specification: Director

	Essential	Desirable
Character	<ul style="list-style-type: none"> • Growing relationship with Jesus • Active member, in good standing, of a local church/fellowship • Supported by, and accountable to, a community of mature Christians • Teachable and eager to learn • Resilient, forbearing and persistent • Clear calling and commitment to TFT • Open about current personal discipleship struggles • Proactive, reliable, organised and motivated when working alone 	<ul style="list-style-type: none"> • Willing to be open to others in the staff team about current spiritual challenges/temptations
Beliefs	<ul style="list-style-type: none"> • In full agreement with (and living according to) the TFT Basis and the Evangelical Alliance Statement of Faith • Has a credible vision for the future direction of TFT 	<ul style="list-style-type: none"> • Aware of revisionist theology around SSA and orthodox responses
Skills	<ul style="list-style-type: none"> • Able to communicate persuasively, concisely and clearly with a widely-dispersed team of staff and volunteers • Handles pastoral matters with discretion and sensitivity • Prioritises and delegates appropriately 	<ul style="list-style-type: none"> • Understands the fundamentals of HR and employment law
Team work & Management	<ul style="list-style-type: none"> • Fosters a supportive working environment • Proactive in identifying and resolving conflict between team members • Able to identify and cultivate potential leaders • Motivates and inspires others 	<ul style="list-style-type: none"> • Proactive in planning strategically
Experience	<ul style="list-style-type: none"> • Experience with pastoral work • Experience in leadership and managing others • Evidence of prior theological study or training 	<ul style="list-style-type: none"> • Experience with organising events • Experience with fundraising • Experience in pastoring those who are same-sex attracted • Familiar with the TFT community • Experience working in paid Christian ministry

Job description and Person Specification updated November 2024.