

# The Shore Community Church, Bognor Regis

## CHIEF OF OPERATIONS



### Overarching Vision / Objective

Leading the Operations team of The Shore Community Church and supporting the enactment of the vision and strategy of the church.

### Key Responsibilities

- Developing and maintaining the operations team for the church.
- Working in partnership with Trustees, Leaders, Staff and Volunteers to support:
  - The enactment of the vision and strategy of the church;
  - The maintenance and development of safe, compliant, efficient and effective systems and settings in which the work of the church may prosper.
  - The Line Management of relevant staff and volunteers to achieve these aims.
  - Liaising with and reporting to key stakeholders

The core responsibilities will ensure that the church is operating with excellence in regards to human resources, finance, health & safety, governance, GDPR, and policies & procedures. Furthermore, the successful applicant will display leadership and strategic thinking to grasp our wider vision, innovating, executing upon and surpassing its goals.

They will be a flexible, motivated person, with strong and relevant leadership, management and organisational skills and experience, gained in an appropriate commercial, charity, church or statutory setting.

They will have excellent communication and interpersonal skills, and be adept at building effective teams and relationships. They will be instrumental in nurturing a culture of dynamism and innovation in this setting, as we work out what it means to be church in the 21st century. In return, they will find a warm, welcoming community, a flexible and supportive working environment and an inspiring challenge to really make a difference in this world.

Due to the nature of this role, in particular the need to represent the values and ethos of the church at all times there is an operational requirement that the position be filled by a practising Christian. If the applicant is currently regularly worshipping with another congregation we would support maintaining that relationship; However, it may be beneficial to worship at the Shore Church occasionally (e.g. once per month), to better understand the community.

To find out more or to receive a copy of the full Job Description please email us at:  
[coohire@theshorecommunity.church](mailto:coohire@theshorecommunity.church)

Explore our vision and direction for this role at  
<https://www.youtube.com/watch?v=e22390Lg97U&authuser=0>