



Project Developer – Sustainable Christmas/Fairtrade Fortnight Project

Work location: Work from home (easy access to Oxford, Didcot or Reading essential)

Contract: Four months

Salary: Consultancy rate of £33,000 per annum if self-employed or salary of £25,500 if employed by CCOW – either to be pro rata for 12 hours a week

Accountability: Reports to the Director in the first instance, with guidance from the Chair and Board.

Job Description

Job purpose and accountabilities:

As we approach Christmas 2021, the news is dominated by the ongoing Coronavirus pandemic, economic inequality, the climate crisis, and concerns about people fleeing conflict. Christians across the UK are exploring what it means, in these circumstances, for us as individuals and churches to “do justice, love mercy, and walk humbly with your God” and to “love your neighbour as yourself” and how, together, we can work for a world that better reflects the values of the Gospel.

We want to help Christians and their churches link their Christmas celebrations with this exploration – and then carry on with exploration, prayer and action in the months and years to come. As an organisation that focuses on climate action, Fair Trade, and standing alongside refugees, we especially want to offer ways for churches to show their love through action in these areas.

Your role will have two aims:

- To work with the director, members of the board, and our partners in and outside the UK to prepare materials that encourage use of Fair Trade and ethically sourced/sustainable goods at Christmas and during Fairtrade Fortnight, and that help churches to make such goods accessible to their congregations for Christmas and in the longer term
- To work with partner organisations and churches across the Thames Valley and beyond to increase take-up of the resources and create networks that can support Fair Trade/sustainability initiatives in the future

About CCOW

Christian Concern for One World (CCOW) has been established for almost thirty years, working with churches and individual Christians to discern ways of “doing justice, loving kindness, and walking humbly with our God” in our globalised world.

We are an ecumenical organisation and a registered charity (No 1008146). In order to fulfil our mission of enabling people of faith - individuals and groups - to learn more about global issues and to pray and act in a way that fits with their particular calling, we focus on:

- providing high-quality information about areas of concern
- networking to enable action
- providing or signposting worship and campaigning resources
- working one-on-one with individuals or groups to deepen their life of faith and engagement with particular issues

Our core areas of focus are Fair Trade and trade justice, climate change and local environmental action, refugees and migration, and the theology/practice of international church partnerships.

In all our work, we have realised that many churches are keen to engage with the issues involved, but need personal support in getting started, easily available programmes that can help them engage in lifestyle change, and networks that offer continued peer support. With that in mind, we have held discussions with our partners and developed this new role.

Key Responsibilities:

1. To work with the director, members of the board, and our partners in and outside the UK to prepare materials that encourage use of Fair Trade and ethically sourced/sustainable goods at Christmas and during Fairtrade Fortnight, and that help churches to make such goods accessible to their congregations for Christmas and in the longer term (50%)
 - a. Work with the team to create a set of Christmas resources, including video, podcast, social media, and print materials that:
 - i. tell Fair Trade stories to explain what Fair Trade is and why it matters
 - ii. enable churches to incorporate prayer and action on Fair Trade and sustainability in their own worship and communications
 - iii. encourage churches and their communities to work together to support Fair Trade and sustainability, and
 - iv. show how and where to access Fair Trade, ethically sourced and sustainable goods
 - b. Plan for Fairtrade Fortnight 2022 resources that will carry the work forward
 - c. Work with the CCOW team and local and national partners on mechanisms for making Fair Trade, ethically sourced and sustainable goods more accessible
2. To work with partner organisations and churches across the Thames Valley and beyond to increase take-up of the resources and create networks that can support Fair Trade and sustainability initiatives in the future. (50%)
 - a. Work with previously engaged churches to increase their Fair Trade activity, and reach out to new churches
 - b. Create a database of Fair Trade/sustainability contacts and people who are prepared to be mentors/local champions
 - c. Schedule and set up events for information and networking, including at least one online event focusing on Fair Trade stories

Person Specification

Education/Training:

A degree or equivalent experience in a relevant area

Experience

Essential

- Experience in creating engaging materials, preferably for churches
- A broad understanding of questions relating to Fair Trade and environmental sustainability and experience of working in at least one of these areas
- Experience of working to form groups or coalitions and evidence of success in working with groups or individuals

Desirable

- Experience of the ways in which different churches and church organisations undertake prayer and action
- An understanding of and experience in translating concern around issues into concrete change

Skills/Qualities

Essential

- Agreement with CCOW's fundamental mission and aims: commitment to helping Christians pray and act on global issues as a way of expressing love of God and neighbour
- Communication skills, including excellent written communication and familiarity with social media
- Excellent interpersonal and networking skills, and ability to relate to a wide range of constituencies, including church leaders, activists, and others
- Ability to work ecumenically and to create or refer people to materials that fit the needs of different church structures and traditions
- Proactive and can-do attitude
- Ability to work independently and in a 'virtual team' environment
- Effective project and time management and ability to work to deadlines
- Experience of creating video materials

Special Circumstances

Genuine Occupational Requirement to be a Christian, an active member of a church that is a member of a local or national Churches Together group.

Key relationships

CCOW staff; Board Chair and other Board members; individuals, churches, and organisations in the Thames Valley working to support Fair Trade and sustainability

Terms & conditions

Location

Working from home. Easy access to Oxford, Didcot or Reading essential. Agreed costs of travel to meetings & out-of-pocket expenses to be covered by CCOW.

Length of Contract and Notice Period

Four-month, fixed term contract; either party shall be entitled to terminate this agreement at any time by giving not less than 1 (one) months' written notice to the other party.

Visa Requirements

CCOW does not currently have the ability to issue sponsorship certificates to individuals without the right to work in the UK. You must have a visa that allows you to work in the UK to apply for this job.

Hours

12 hours per week apportioned over a four week period, in a schedule which will need to be worked out in agreement with the line manager.

Holidays

Holiday entitlement is 28 days pro rata if the postholder chooses to be a salaried CCOW employee, rather than a consultant.

Pension

A pension contribution of 5% will be paid if the postholder chooses to be a salaried CCOW employee, rather than a consultant.

Review Arrangements

The details contained in the job description reflect the content of the job at the date the job description was prepared. It is inevitable that over time the nature of individual jobs will change; existing duties may be lost and other duties may be gained without changing the general character of the duties or the level of responsibility entailed. Consequently, CCOW will expect to revise this job description from time to time and will consult with the post holder at the appropriate.

Applying for the post

To apply, please send an up to date CV and covering letter to info@ccow.org.uk by 5:00 pm on Monday, 4 October.