

VISION STATEMENT: TOGETHER WE ARE WORKING FOR A WORLD WHERE ALL CAN EXPERIENCE FAITH IN CHRIST AND THE ABUNDANT LIFE THAT ONLY HE CAN PROVIDE.



JOB DESCRIPTION

JOB TITLE:	Youth Engagement Officer
RESPONSIBLE TO:	Church Engagement Manager
DEPARTMENT:	Fundraising and Communications Department
INTERNAL RELATIONSHIPS:	Supporter Engagement Team; Communications Team; Operations and Resources Team; Supporter Services Team; Database Manager and Administrator; mission workers; mission trainees
EXTERNAL RELATIONSHIPS:	BMS supporters; major donors; volunteers; consultants
LOCATION/TRAVEL TO:	BMS Didcot and/or remote working, some UK travels
JOB TYPE/HOURS:	Part time (21 hours/week), 12-months contract with the possibility of extension depending on funding
GRADE:	5

JOB OVERVIEW

At BMS we are passionate about mission and working for a world where all can experience faith in Christ and the abundant life only he provides. We want to inspire a new generation of missional believers and help churches to equip and inspire young people. This role will work with churches, youth groups and other networks to help link young people to the work that BMS does globally, to enable all God's people to play their part in his mission.

This role works with the Church Engagement Manager and across the Fundraising and Communication Department to create communications and products which will inspire youth and young adults to engage with BMS' and with our story of mission. It will create and maintain relationships with churches, youth groups and others to ensure that young people recognise BMS as an organisation which can take them deeper in their understanding of mission and global transformation.

For this role, knowledge of BMS' supporter base, experience of the evangelical aspects of BMS' mission and full support of its missionary work are crucial.

ROLE AND RESPONSIBILITIES

1. STRATEGY AND PLANNING

- Develop BMS' approach to youth and young adults, including developing a plan for key strategic partnerships and implement it, reflecting an understanding of BMS' Baptist heritage

and young people's attitudes to mission

- Create a new resource for youth engagement, using knowledge and youth work, context and market
- Plan BMS' communications and events throughout the year, based on opportunities for engagement
- Be part of the creative process working with communications and marketing colleagues to produce strong and compelling materials for a wide range of media and channels
- Review and monitor how the strategy is performing
- Develop scoped plans for ongoing work for further investment
- Maintain an awareness of youth engagement trends and best practice responding to any legislation or regulatory requirement in the UK

2. RELATIONSHIP BUILDING

- Develop strategic partnerships with networks to ensure BMS can engage in conversations and discussions around youth engagement
- Work with churches and youth groups to develop resources and support their efforts to equip and inspire young people for mission
- Promote the highest level of supporter care at BMS
- Represent in any interaction BMS' mission and core values

3. REPRESENT BMS

- Represent BMS at key events and initiatives
- Work closely with teams across the department to ensure you have the materials you need to present and talk about our work to a youth audience

4. TEAM WORKING

- Work within the Supporter Engagement Team and cross-functionally with other teams to achieve objectives
- Work across organisation to develop understanding of BMS work and how young people can engage meaningfully in mission
- Work in accordance with BMS values, policies and procedures
- Work closely with social media to create and develop content

5. OTHER DUTIES

- Participate in the development of organisational culture through prayer, staff away days, organisational events, training and consideration for those we serve overseas and our UK supporter base
- Be an active member of the Supporter Engagement Team and the wider Department of Communications and Fundraising, contributing to planning, production and evaluation of other initiatives including small events. Take part in leading prayer times, devotions and staff prayers.
- Such other duties as your line manager may from time to time consider necessary and suitable
- Specific learning and development opportunities as agreed with your line manager

PERSON SPECIFICATION

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

Experience of working with young people/youth in a leadership capacity

Ability to develop a strategy, including assessing resources, timeframes and outcomes

Project management skills/experience

Excellent communication skills, including adapting to audience

Confident public speaker

Computer literate

Ability to build and maintain effective professional relationships

Very strong interpersonal skills

Ability to work independently, self-teach, work under pressure and prioritise to achieve tight, competing deadlines across multiple projects, and to work flexibly in a small multi-disciplinary team

Safeguarding experience/understanding

Preferred

Some experience working or volunteering in fundraising (charity/church)

Experience with a major CRM, including back-end functionality and reporting

Some copy writing skills

Level 2/3 or equivalent safeguarding qualification

PERSONAL QUALITIES

Essential

Passion for global mission and the role of young people in this

Genuine desire to build mutually beneficial relationships at different levels

High level of social intelligence, sensibility in dealing with difficult topics

Take confidentiality seriously and appropriately

Work relationally and collaboratively

Be creative, adaptable, take initiative and be comfortable with risk

Committed to ongoing personal training and development

Personal values in full support of BMS' mission, values and goals

SPECIFIC OCCUPATIONAL REQUIREMENTS

The job-holder must have the right to live and work in the UK

The job-holder must be a committed Christian, fully in support with the BMS vision statement

SAFEGUARDING:

An enhanced for child/adult regulated activity DBS check is required

APPROVED BY LINE MANAGER: JS

Date: 27/11/2024

REVIEWED BY DIRECTOR: HH

Date: 27/11/2024