



CATALYST
VINEYARD CHURCH

JOB VACANCY

TRANSFORM FUNDRAISER

TO APPLY FOR THIS POSITION, PLEASE SEND YOUR CV
& A COVERING LETTER TO TRANSFORM@CATALYST.VIN

DEADLINE FOR APPLICATIONS 10 MAY 2024



JOB DESCRIPTION

JOB TITLE

TRANSFORM FUNDRAISER

RESPONSIBLE TO

EXECUTIVE PASTOR (TRANSFORM)

HOURS WORKED

7.5 hours per week

Flexible, usually within core business hours.

It is anticipated that staff will contribute additional hours to these into the life of the church in the same way that other church members contribute over and above their work hours.

SALARY PACKAGE

TBC

MAIN PURPOSE OF JOB

To perform the fundraising activities necessary to resource the social transformation ministry of Catalyst Vineyard Church known as Transform.

ABOUT THE ROLE

The Transform team is responsible for the services and ministries of the church that reach out to people who are marginalised or disadvantaged. We aim to meet some of the practical needs of individuals and families in our communities as well as to provide spiritual care, worship opportunities and a gateway to the wider church community. We deliver services like debt help, chaplaincy support for prisoners and ex-offenders, gateway worship services, money and budgeting courses, restorative justice courses, parish nursing and our multi-site mobile and fixed location community pantry service known as Storehouse.



We're motivated by our faith and the services we deliver are our response to the call of God on His people and His church to serve the poor and to 'be' as well as speak Good News.

Working as part of a team of like minded people, the successful candidate will feel passionate about the mission of the church to serve the poor and about the issues faced by those who are marginalised or disadvantaged in our communities. They'll be able to embody the heart and vision of Transform and each of the services it provides. They will be able to clearly and succinctly communicate the inequality or injustice faced by the people we serve, how their specific needs impact individuals, families, communities and society in general, the ways in which our services achieve their aims and objectives and how we know they are effective.

The successful candidate will be able to articulate our funding requests in a credible and persuasive way that stands out from the crowd in a competitive funding market. They will be able to capture the hearts and minds of the decision makers through compelling storytelling and they will inspire confidence in our ability and motivation to see lives, and communities transformed in a way that motivates investment in our services.

MAIN DUTIES, TASKS AND RESPONSIBILITIES

This role is central to the effective operation of the social transformation ministry of our church and therefore carries considerable responsibility. The core aspects of the role would include:

1. Working collaboratively with the Transform team to understand funding priorities for new and existing work
2. Researching and identifying appropriate funding streams and opportunities online and within the local community.
3. Applying for grants towards new and existing Transform projects.
4. Reporting on grant expenditure and efficacy when required by issuing grant bodies.
5. Networking with local funders and national funders, including local councils.
6. Planning fundraising events and initiatives.
7. Whatever else is necessary to contribute to the smooth operation of Catalyst Vineyard Church



COMPETENCIES REQUIRED

- Excellent personal communication skills, in written and verbal form
- An ability to communicate at all levels and to tailor communication style for audience
- Ability to speak and write confidently, competently and persuasively about the work of Transform to influence decision making of potential investors who may be oversubscribed.
- Ability to tell the story/stories of the work of Transform in a compelling way
- Ability to leverage the power of storytelling and cases studies that captures the attention and interest of potential funders
- Ability to present data, facts and outcomes in an interesting and compelling way that captures the attention and interest of potential funders
- Ability to research and use findings from associated areas of work or research which support the case for the work of Transform
- Highly motivated and organised with an eye for detail
- Ability to prioritise and manage own time and workload and to work well as part of a team
- Ability to present high quality work on schedule, sometimes under pressure
- Computer literate, including a working knowledge of Microsoft Word, Excel, Access & PowerPoint and Google apps
- Strong numeracy skills
- Experience of working in a similar role either in the corporate or charity sector
- Flexible, can-do, positive attitude
- Capacity to work flexibly during busy times to ensure the work is completed within set time frames
- Ability to maintain confidentiality

PERSONAL SPECIFICATION

- As the role will include the engagement of the general public in pastoral duties (e.g. praying for someone who has come to our door), attending prayer meetings,



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staff prayer meetings and our Leadership Conference, there is a genuine occupational requirement that the candidate be a committed Christian, demonstrating Biblical discipleship, personal growth and accountability.

- A committed member of Catalyst Vineyard Church, attending one of our sites regularly, and part of a Connect Group.
- the candidate must be able to maintain confidentiality and should be a member of the Disclosure Scotland PVG (Protecting Vulnerable Groups) Scheme, or be willing and able to join the scheme.
- Applicants must subscribe to the Evangelical Alliance UK statement of faith.
- Applicants must be abiding by, committed to, and supportive of the Catalyst Vineyard Child Protection Policy,
- Applicants must be abiding by, committed to, and supportive of the Catalyst Vineyard Health & Safety regulations.

DIRECT REPORTS

None