

Reaching Deeper Manager

**RECRUITMENT
INFORMATION**

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Reaching Deeper- background, context, and structure

In 2020, the Diocese of Carlisle secured funding from the Church of England's Strategic Development Fund to develop the Reaching Deeper project. The Reaching Deeper project covers three main strands:

- **Embedding Pioneer Enablers (PEs)** into urban and coastal estates in three main areas of deprivation– Barrow, Carlisle and the West Coast – targeting particularly young people, to plant and grow new worshipping communities and to encourage new pioneers.
- **A wider pioneering initiative** capitalising on the Cumbrian context to use the 'outdoors' as a means of connecting with children and young people (and often their parents), including through schools and Further and Higher Education.
- **Establishing a Northern Mission Centre** to grow and equip lay and ordained pioneer ministers and to promote a more missional approach in our Mission Communities (which are groupings of churches across the region).

Since 2016, we have seen the number of Fresh Expressions of Church across Cumbria grow. Using the three strands of Reaching Deeper, the project has built upon this learning and growth by establishing a mixed ecology of church to encourage significant local, context-specific growth across all expressions of church and across all our [Mission Communities](#). The project has 6 areas, 5 of which are led by the appointed Pioneer Enablers, and one is led by the Northern Mission Centre Director. There is an established board, reporting/monitoring processes, and management procedures, which are set through the Diocesan Programme Management Office. The project will also undergo an external evaluation in 2026.

The project sits under our strategic vision, [God for All](#), as we seek to see the local church flourish across the county. Reaching Deeper has, and continues to be, an important resource for pioneering and shared learning across the diocese and wider county.

We now wish to appoint a manager to oversee the second half of the project for 2024-2026.

About the Role

The Reaching Deeper Manager will play a pivotal role in overseeing the progress, implementation and monitoring of the Reaching Deeper project.

You will be able to hold detailed plans and bring projects to fruition, whilst setting effective systems for evaluating impact. With an understanding of the Church of England and its values, you will also be able to communicate with various groups of stakeholders in a jargon-free yet focussed way.

Reporting to the Head of Programme Management and Strategy Support, you will be able to work within the established project and programme management systems, with scope to help mature these as needed.

This post is funded through the Church of England's Strategic Development Fund, ending in December 2026.

For more background or an informal conversation, please contact Kerry Roughton, Head of Programme Management and Strategy Support: kerry.roughton@carlisle-diocese.org.uk



Job Description

JOB TITLE: Reaching Deeper Manager (0.4FTE)

REPORTS TO: Head of Programme Management and Strategy Support

DEPARTMENT: Programme and Strategy

PURPOSE OF ROLE :

To manage the Reaching Deeper project, in line with diocesan programme management office (PMO) processes, and wider diocesan strategy.

KEY ACCOUNTABILITIES:

- To manage the Reaching Deeper project. Activities include, but are not limited to:
 - maintaining & updating the Reaching Deeper plan/timeline
 - monitoring, reporting and reviewing the effectiveness of the project work
 - accounting for risk mitigation and issue resolution
 - advising and collaborating on project communications
 - reporting on agreed outcomes and impact by collecting, collating and presenting information as part of project/programme reporting and monitoring & evaluation
 - Change control management
 - meeting with the project workers on a regular (at least quarterly) basis.
 - completing the annual funders report for the project
 - actively managing the project budget
 - maintaining project standards and sharing good practices, lessons learnt, and good news stories
 - advising the Reaching Deeper board on decisions, escalations and upcoming changes within agreed tolerances.
- Contributing to an effective, creative, collaborative project-based working environment and culture across the diocese.
- As appropriate, take part in national networks for project and programme managers in the Church of England/faith sector.
- To undertake other duties that, from time to time, may be required.



PERSON SPECIFICATION

ESSENTIAL CRITERIA

DESIRABLE CRITERIA

TECHNICAL COMPETENCE

Technical Skills and Qualifications

- Project management qualification e.g. PRINCE2 Practitioner, AMP practitioner or demonstrable project management skills
- adept at using Microsoft Office 365 suite of applications to collaborate and work remotely, especially the use of Microsoft Excel
- Educated to degree-level in relevant subject area or equivalent experience
- Experience of using MS Project and Project Online
- Evidence of continued professional development in relevant area e.g. communication, theology, management, leadership

Knowledge and Experience

- Experience in project management and in managing projects which involve a wide and complex range of stakeholders.
- Ability to establish and maintain positive and mutually beneficial working relationships with key stakeholders, with a particular ability for understanding the perspectives and feelings of others.
- Experience of project reporting, monitoring and evaluation methods.
- Experience of managing risk and escalations in a programme board setting.
- Excellent, effective and persuasive written and oral communication skills, including presentations and report writing
- Effective and efficient organiser with great initiative.
- Skilled problem solver, able to investigate and breakdown underlying issues and identify potential implications.
- Ability to prioritise competing demands and deliver to a high standard consistently.
- Experience and understanding of the structures of the Church of England.
- Evidence of working successfully with a wide range of church traditions and styles of ministry.



BEHAVIOURAL COMPETENCE

Personal Qualities

- Comfortable moving easily between strategic context and detailed practical planning
- Committed to working collaboratively with others
- A desire to meet or exceed standards, welcoming feedback, and continually seeking to improve, staying focused on goals over an extended period.
- Willingness to support others who are not familiar with project management methodologies.
- Adaptability, a positive attitude to change and a willingness to learn.
- Willingness to travel around the Diocese, with access to a vehicle for work purposes.

BUDGET

Project implementation budget
Work-related expenses

NETWORKS

EXTERNAL:

Colleagues doing similar work in other (Northern) dioceses and relevant national agencies and networks, Pioneer Steering Groups, Northern Mission Centre Steering Group

INTERNAL:

Head of Programme Management, other PMO staff, Diocesan Secretary (as Reaching Deeper Sponsor), Northern Mission Centre Director, Director of Mission, Ministry Support and Innovation (as Reaching Deeper director), other Reaching Deeper project members, Archdeacons, Finance Team,

NO. OF DIRECT REPORTS: N/A



TERMS AND CONDITIONS

Salary: £33,010 pa pro-rata (0.4FTE)

Pension: Church of England Pensions Board Church Workers non-contributory, defined contributions scheme (employer's contribution is 15% of salary).

Car: mileage paid at 45ppm

Office provision: the post is based in Church House, Penrith but the Diocese operates a flexible working policy, and home working for some of the working week is the norm.

Mobile phone: smartphone with remote access to email

Working expenses: fully funded

Other benefits: 34 days annual including public holidays, pro-rata

Hours: 14hrs per week (0.4FTE) with a flexi-time and TOIL system in operation. There may be a requirement to work outside normal office hours for some of the time.

Useful Links and Information:

Diocese of Carlisle: <https://www.carlislediocese.org.uk/>

God for All General: www.godforall.org.uk

What is a Mission Community: <https://godforall.org.uk/about/mission-communities/>

Northern Pioneer Centre: <https://godforall.org.uk/northern-mission-centre/>