

# Head of Scotland

## Role profile

<b>Location</b>	Scotland	<b>Department</b>	Fundraising and Supporter Engagement
<b>Reports to (Job Title)</b>	Head of Community and Churches Fundraising and Engagement	<b>Salary Band</b>	A low
<b>Matrix manager (if applicable)</b>	N/A	<b><u>Competency level</u></b>	4

### Role definition

#### Role purpose

To lead Christian Aid in Scotland to raise profile, achieve fundraising targets, church engagement, campaigning and advocacy effectiveness

#### Key outcomes

- Deliver Christian Aid's goals in Scotland across the Give, Act, Pray framework through inspiring and creative approaches.
- Recruit, manage and lead a high-performing Scotland team
- Outstanding stakeholder relationships in Scotland with the churches, the Scottish government, civic networks, interfaith spaces and the private sector.
- Lead by example to shape and deliver Christian Aid's corporate priorities, effectively collaborating and stewarding resources
- Work in a demonstrably collegiate fashion with colleagues and partners to achieve Christian Aid's objectives, including communications, advocacy and campaigning

#### Role agility

**Expected national travel per annum** Up to 30 days **On call/unsocial hours** Yes

**Expected international travel per annum** Occasional travel

**Surge capacity for emergency responses** No

### Role requirements

#### Relationships

**External:** Christian Aid's impact on poverty and its strategy for achieving this impact is based upon partnerships for change. This post leads on the creation, flourishing and impact of partnerships with



stakeholders in Scotland - primarily with the churches as institutions, their congregations, communities and, of course, our supporters. Also with INGO partners, networks, politicians and decision-makers.

**Internal:** Develop outstanding collaborative partnerships at all levels with churches, trustees, advisory committee, senior leadership and volunteers to achieve role objectives and purpose. Key functions include PPC, communications, all FSE teams, stakeholders and trustees at all levels, including in our sponsoring churches.

### Decision making

Frequent decision making across a variety of complex contexts, often with incomplete information or ambiguous circumstances. Within our strategy framework, the postholder decides Christian Aid's strategy for Scotland, in partnership with the Head of Community and Church Fundraising and Engagement.

**Budgetary/savings responsibility** The post-holder will have excellent budgeting and forecasting skills, managing an expenditure budget of £450k and an income target of £300k, plus a shared target against overall Christian Aid fundraising targets.

### Analytical skills

Able to analyse complex, multi-factorial, ambiguous or incomplete information both in own area of work and cross-organisationally. Post-holder will take account of the wider and longer term consequences of own and others' ideas, recommendations and decisions. Risk assessment is an important part of developing innovative solutions. Strong creativity required in a rapidly changing environment

### Developing self and others

**Number of Direct reports** 4

**Overall people management responsibility** 9

Direct responsibility for recruiting, leading, managing and developing, colleagues, including those who report in through others, including the worship collective

### Role related checks

**DBS Clearance** Basic **Counter terrorism screening** Required

## Person specification

### Applied skills/knowledge and expertise

#### Essential

- Knowledge of theology and church and ecumenical structures in Scotland and ability to apply it to the fundraising, supporter engagement and international development work of Christian Aid.
- Knowledge and deep understanding of the Scottish political context with experience of confidently communicating at a high level with the Scottish Government.
- Strong track record of fundraising, campaigning and advocacy success.
- Leadership and management experience of staff and volunteers, including distance management.
- Experience of confidently speaking in public, preaching and leading church services.
- Numerate and strong budgeting skills.



**Desirable**

- Experience of creative strategic thinking, of planning, budgeting and investing for performance.
- Experience of leading and managing change, building trust, handling conflict creatively, achieving commitment in a team and building accountability for results.
- Knowledge of current international development issues and community organising
- Innovation expertise

**Digital/IT competencies required****Word, Excel, PowerPoint**

Intermediate

**Web content design & development**

N/A

**Internet based collaboration tools and video calling**

Intermediate

**Social Media**

Intermediate

**Data Visualisation**

Basic

**DATE CREATED**

02/12/2022

**DATE REVIEWED**