

Parish of All Saints Highertown and Baldhu

Role Profile for Lifehouse Project Lead

The purpose of the role is to provide strategic and operational leadership to enable the All Saints Highertown Lifehouse vision to be developed and realised.

Lifehouse Project

The Lifehouse project involves the development of all community facilities at All Saints Church with a specific care and concern for the needs of its growing community, and the church's ability to support the most vulnerable in our society.

The project commenced in 2017 and to date some £1.4 Million has been raised. Due to the impact of COVID and increase in costs the original project design has been varied and an revised application for planning permission was submitted recently. There is currently a shortfall of some £700,000 between funding raised and anticipated project cost.

Main Duties

1. Working in collaboration with the All Saints PCC and Lifehouse Project Board to develop the project scope and deliver it to agreed design and standards.
2. To be principal point of contact for all external stakeholders
3. To champion the project and act as an internal (ASH) and external "Ambassador"
4. To support and line manage the Fundraising Manager.
5. To oversee and take a strategic view on all fundraising
6. To manage the project finances to appropriate financial standards
7. To Chair the Project Board and ensure that appropriate information (in particular financial) is provided to them as required
8. To help ensure project delivery remains aligned with the vision of the church and the aims of the Lifehouse project.

Person specification

- Experience of managing similar scale building projects
- Financial management skills and experience
- Risk management skills
- Communications and Fundraising skills and experience
- Ability to work with a range of professional advisors; external and internal stakeholders
- Experience of Project monitoring, evaluating and reporting