



Hope Centre Manager

Job Description May 2026

Job Title: Hope Centre Manager

Reporting to: Associate Pastor

Terms: Open to full-time and part time applicants (minimum 3 days) depending on applicant and their suitability and experience

Initial term of one year with the possibility to extend beyond this term.

Salary: Competitive based on previous experience

Location: Hull Vineyard, Vulcan Street, Hull, HU6 7PS.

Overall Description of Role

The Hope Centre Manager at Hull Vineyard leads and develops the church's compassion initiatives, supporting those in poverty or facing hardship locally. They oversee multiple projects, equip and inspire volunteers, build partnerships with community organisations, and ensure professional standards and safeguarding. The role combines strategic planning, pastoral care, and project management. Due to the nature of the role and the vision and the values necessary for delivering the role, the candidate will need to understand and uphold the vision and values of Hull Vineyard church and be a church member of Hull Vineyard.

Key Responsibilities

Vision

- Be the gatekeeper and vision carrier of the Hope Centre, inspiring our church, community and teams at Hull Vineyard church
- Continue to oversee and develop the current core compassion projects. Current projects include the Table, Foodbank, Growbaby and CMA
- Plan, set up and execute the Community Shop which is expanding and developing our Food Parcel ministry
- Exploring new compassion opportunities and piloting innovative programs to address emerging needs in the community
- Working closely with compassion ministry leads to ensure compassion projects are aligned with the church's overall vision and goals

Strategic Community Engagement

- Build new and continue to develop current relationships we have with agencies across the city

Volunteer Development and Pastoral Support

- Identify, recruit, develop, empower and inspire volunteer leaders to not only support compassion initiatives and ministries but also lead and pioneer their own initiatives within the overall values and vision of Hull Vineyard
- Providing pastoral support for volunteers
- Promote Christian values and lead a team in times of prayer and ministry, and provide/ oversee pastoral services (as appropriate and required) to those people using the Hope Centre services

Data and Impact Reporting

- Regularly evaluate and monitor all compassion initiatives, identifying and initiating any changes required
- Tracking and reporting on the impact of compassion initiatives using data and storytelling to inspire support and communicate progress to the wider church community
- Identify funding opportunities, support funding applications

Safeguarding and Best Practice

- Attend regular training and development opportunities to maintain an up-to-date knowledge of safeguarding and ensure the charity's safeguarding procedures regarding working with vulnerable adults and children and policies are adhered to
- Working alongside the safeguarding team to further develop systems, clear communication strategies and operational tools

Other Requirements

- Willingness to take on different tasks as the role develops & your capacity increases
Support the wider mission and ministries of Hull Vineyard
- Work within the Compassion budget and spends
- Attend staff meetings, away days, and training as required
- Maintain punctuality and meet deadlines for all projects and day-to-day tasks.
- Actively engage in personal development through training, reading, and mentorship
- Be an active member of Hull Vineyard, embodying its vision and values
- It is anticipated that staff will contribute additional hours to their work hours into the life of the church in the same way that other church members contribute over and above their work hours #

Occupational Requirement

As this role will require the successful applicant to promote the Christian values of the Vineyard church movement and provide individuals with Christian pastoral support, it is an Occupational Requirement that the successful candidate is a practicing Christian, who will be a member of Hull Vineyard church, regularly attending Sunday church services and can agree with the VCUKI Statement of Faith. The successful candidate will be expected to promote Christian values and lead the team in times of prayer and ministry, and provide or oversee pastoral services to those using Hope Centre services.