



Hope Centre Manager Person Specification May 2026

Qualifications

- Essential
 - Qualification at degree level or equivalent
 - Commitment to ongoing professional development through training, reading, and mentorship
 - Willingness to undertake safeguarding training and relevant development opportunities
- Desirable
 - Training in safeguarding, leadership, or charity/community development

Skills / Abilities

- Essential
 - Strong leadership and vision-casting ability
 - Ability to inspire, motivate, and develop volunteers and leaders
 - Excellent interpersonal and relationship-building skills
 - Strong organisational and project management skills
 - Strong ability to understand and adhere to workplace policies and work within the required statutory frameworks
 - Ability to plan, implement, and evaluate community initiatives
 - Effective communication skills (verbal and written), including storytelling and reporting
 - Ability to work collaboratively with teams and ministry leads
 - Capacity to manage multiple projects and meet deadlines
 - Ability to develop systems, processes, and operational tools
 - Ability to work within budget constraints
 - Passion for compassion-focused work and community transformation
- Desirable
 - Experience in strategic planning and programme development
 - Skills in data collection, monitoring, and impact reporting
 - Experience in public speaking or presenting to groups
 - Ability to identify and pursue funding opportunities and contribute to funding applications



Work Experience

- Essential
 - Experience working with volunteers, teams, or community groups
 - Experience supporting or leading community-based initiatives or projects
 - Experience working with vulnerable individuals or groups and understanding the legal framework in doing so
 - Experience in operational management and co-ordinating different stakeholders and adhering to compliance requirements
- Desirable
 - Experience in a church, charity, or non-profit setting
 - Experience managing or overseeing multiple projects or ministries
 - Experience developing new initiatives or pilot programmes
 - Experience working in partnership with external agencies or organisations
 - Experience of operational management or working within a compliance environment in a medium to large scale organisation
 - Experience with food-based or compassion ministries (e.g., foodbanks, community support programmes)

Knowledge

- Essential
 - Understanding of community needs and social issues
 - Knowledge of safeguarding practices and working with vulnerable adults
 - Awareness of best practices in community engagement and volunteer management
 - Understand and uphold the values of Hull Vineyard church and the vision for delivering the services offered
- Desirable
 - Knowledge of local services, agencies, and support networks
 - Understanding of data tracking, monitoring, and impact evaluation
 - Awareness of funding streams and grant application processes
 - Understanding of church-based community outreach and compassion ministries

Special Factors Relevant to the Post

- Essential
 - A practicing Christian who regularly attends Sunday services at Hull Vineyard
 - Ability to agree with and uphold the VCUKI Statement of Faith
 - Commitment to the vision, values, and mission of Hull Vineyard
- Desirable
 - Previous involvement in church-based ministries or leadership roles