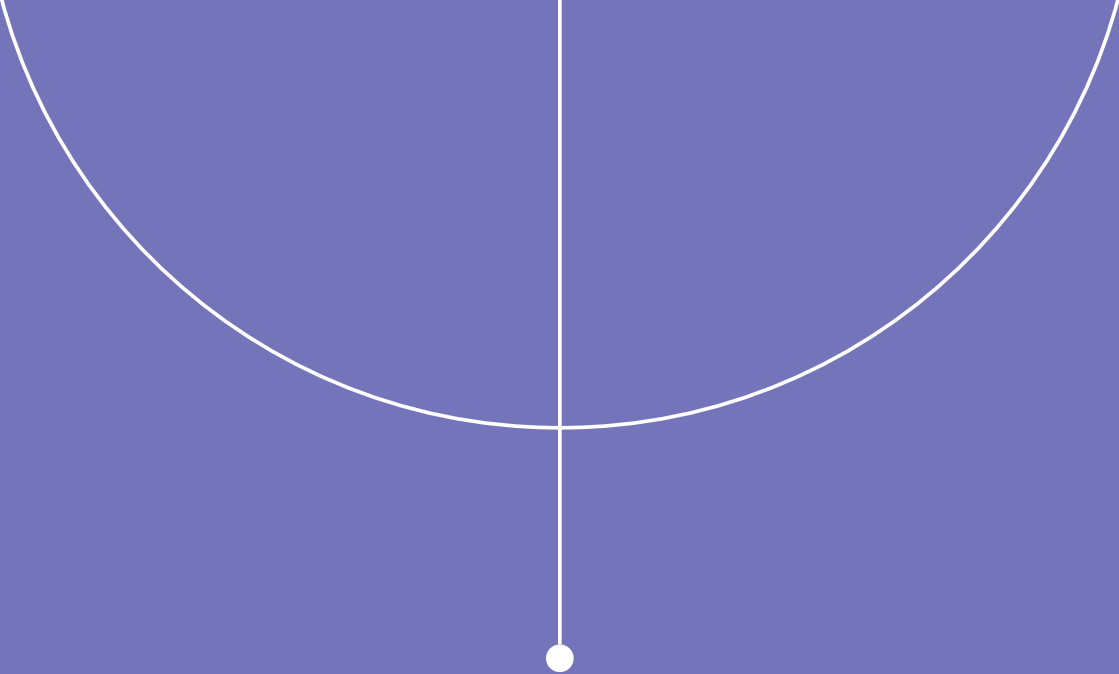




HEART NOTTINGHAM MANAGER

(STAFF)

JOB INFORMATION PACK





HEART NOTTINGHAM MANAGER

Hours: 21/28 hours (3/4 days) per week

Contract Type: One-year fixed term

Start date: ASAP

ABOUT HEART CHURCH

Heart Church is a vibrant, large and thriving city-centre based church in Nottingham. We have a vision and a passion to see the gospel of Jesus transform people's lives in our city and nation. We are made up of people from many nationalities and of all ages. Together we are seeking to grow and impact our world for God.

ABOUT THE ROLE

We are seeking to appoint a Manager to lead the Social Action Ministry of Heart Church (Heart Nottingham). They will outwork the vision of Heart Church, specifically on issues of social justice, and champion the Heart Church culture across all areas of social ministry.

The role will include maintaining and developing relationships with our partner charities in order to enable Heart Church to support individuals and communities facing issues of disadvantage, isolation, and poverty. A key component of the role will be to effectively facilitate members of Heart Church to serve in varied ways across the city to bring faith, hope, and love. It will be necessary to work with all the other ministries and departments within Heart Church in order to ensure that all can engage.

The ideal candidate will have good experience of developing and managing strategic partnerships, leading community-based projects, and building teams. We are looking for someone with strong communication skills who can train and co-ordinate large teams of volunteers, inspire growth, and bring about change.

This post may be offered as either a three- or four-day working week and will include some occasional Sundays and evenings. There is an occupational requirement that the person appointed is a committed Christian and will be an active part of our church family.

KEY RESPONSIBILITIES

- Set the vision and culture for Heart Nottingham (including the Biblical mandate) in consultation with the Senior Leader, ensuring it is in line with Heart Church vision and culture.
- Outwork Heart Church vision through all Heart Nottingham activities and relationships, building a team that will help to carry this culture and develop Heart Nottingham.
- Maintain and develop relationships with our key partner charities to enable Heart Church to help tackle disadvantage, isolation and poverty strategically across Nottingham.
- Provide opportunities for members of Heart Church to outwork the biblical mandate to serve those experiencing issues of disadvantage, isolation and poverty through events such as Heart Week and Pop-Up, one-off events.
- Work with the Heart Church Media Department to oversee the internal communication of the work to members of the congregation. This will involve the website, social media and branding.
- Manage the administrative processes and functions for all Heart Nottingham events, as well as communications with volunteers.
- Work with the other Heart Church ministries and teams to ensure that all within the church can access and engage with issues of social action and compassion.
- Understand what the social needs of the City of Nottingham are and the felt impact of them on individuals, families and communities.
- Be prepared to represent Heart Nottingham within other Church ministries, such as Heart Kids, Heart Youth and Heart Prayer.
- Work as part of the Heart Church staff team and assist with other activities as required.

ROLE SUMMARY

Lead the Social Action Ministry of Heart Church (Heart Nottingham), bringing vision and setting culture. Provide clear, varied routes for the entire congregation to serve this city effectively, especially those experiencing disadvantage, isolation, and poverty.

FINANCIAL AUTHORITIES

- Manage the Heart Nottingham Budget

REPORTING LINE

- Line Manager: Deputising Senior Leader

OCCUPATIONAL REQUIREMENT

This role has an Occupational Requirement to be a Christian, as permitted under Schedule 9, Part 1, of the Equality Act 2010. We also ask that the successful candidate, if not already, be an active member of our Heart Church family.



INTERESTED IN APPLYING?

For further information about this role, please contact
elaine.mcpherson@heart.church

To apply for this role, please
Complete the [application form](#)

Application closing date: Thursday 29 October 2026

