



Job Information Pack

## **Community Pioneer, Broomhill Methodist Centre**

Sheffield Methodist Circuit.

Closing date: **31<sup>st</sup> August, Midday.**

Interview date: **10<sup>th</sup>/11<sup>th</sup> September 2025.**

Broomhill Methodist Centre is embarking on an exciting journey to reimagine how church and community intersect.

Rather than focusing solely on traditional Sunday services, the Centre will become a vibrant hub for three distinct yet interconnected communities: **Climbing, Families and Student.**

Each community is designed to meet the diverse needs of people in Broomhill and beyond, offering innovative, inclusive spaces where individuals and families can explore faith, build relationships, and grow together.

These three communities will operate under the same roof, utilizing the Centre's unique facilities—such as the climbing wall and creative play areas—while fostering an environment of spiritual exploration and connection. By focusing on adventure, creativity, and authentic relationships, the Broomhill Methodist Centre aims to become a beacon of hope and transformation in Sheffield.

The role of Community Pioneer will play a key part in shaping three new Christian communities that are rooted in real relationships and everyday spirituality aligning with the national New Places for New People vision of the Methodist Church, creating fresh expressions of faith in response to local needs and imagination.

**Applications close at midday on 31<sup>st</sup> August 2025.**

Informal enquiries to discuss the role are actively encouraged; these should be addressed to Victoria Loveday by email at [cy@sheffieldmethodist.org](mailto:cy@sheffieldmethodist.org)  
*Applications sent directly to this email address will not be accepted.*

Application forms are available [here](#).

To apply, complete the application form and send to [hr@sheffieldmethodist.org](mailto:hr@sheffieldmethodist.org)  
*For the purpose of safer recruitment, applications must be received on a Methodist Church application form. CVs are not accepted.*

Interviews will be held in person on the **10<sup>th</sup>/11<sup>th</sup> September 2025.**

<b>Job title:</b>	Community Pioneer
<b>Employed by:</b>	Sheffield Methodist Circuit (Charity Number 1134151)
<b>Location:</b>	Broomhill Methodist Church, Sheffield, S10 3BD.
<b>Reports to:</b>	Accountable to the Broomhill Management Group through an appointed Line Manager.

### **Faith:**

A faith is an essential requirement for this role and in accordance with Schedule 9 of the Equality Act 2010 there is an occupational requirement that the successful applicant is a practising Christian.

### **Purpose of role:**

To pioneer and grow three faith-based communities around:

- **Family**
- **Climbing**
- **Student**

This role will cultivate spaces where people can belong, explore faith, and encounter God, even if they've never previously stepped into a church.

### **Main Responsibilities:**

#### Pioneering and Outreach:

- Establish and develop worshipping communities for families, climbers, and students
- Build relationships with people not currently connected to Broomhill Methodist Centre
- Be present during activities like climbing sessions and play sessions
- Create faith spaces that are creative, informal, inclusive and grounded in the life of those attending
- Establish new and develop existing relationships with ecumenical partners, local agencies and support groups/networks.
- Become a trusted presence in the community through visibility and presence.

## Safeguarding

- Ensure that activities are compliant with Methodist safeguarding policy adhering to safer recruitment processes.

## Volunteer Leadership and Collaboration:

- Identify, develop and grow an effective team of volunteers to support the work.

## Other requirements:

- Prepare and deliver reports and attend meetings as asked to do so.
- Maintain a good understanding of the culture and values of the Circuit.
- Engage in reflective supervision.
- Be an active and engaged participant in the [Methodist Pioneer Pathway](#).
- As requested by your Line Manager, undertake all other reasonable duties.

## **Training:**

We will support you to develop and improve your professional practice.

During employment with us we will consider relevant requests for your continuing professional development.

On occasion and at the request of your Line Manager there will be a need to Attend training relevant to the role and to the evolving requirements of the Sheffield Methodist Circuit and the wider Methodist Church.

Such training might be internal or external and where possible it will be undertaken in contracted hours or recorded as time off in lieu (TOIL). Initially the successful applicant will need to complete:

- Methodist Church [Foundation Module](#) Safeguarding Training.
- Methodist Church [Advanced Module](#) Safeguarding Training.
- Methodist Church [Unconscious Bias Training](#).

## **Summary of terms and conditions:**

<b>Contract type:</b>	6-Year Fixed Term Contract.
<b>Working hours:</b>	20 hours per week.

<b>Work pattern:</b>	A flexible working pattern, to include some evening and weekend work.
<b>Rate of pay:</b>	£17 per hour (£17,680 actual / £32,708 FTE)
<b>Annual leave:</b>	Annual leave for a full-time employee inclusive of public holidays is 244.2 hours. Annual leave for this post inclusive of public holidays is calculated to be 132 hours.
<b>Pension:</b>	Eligible staff will be auto enrolled into a contributory pension scheme Those who do not meet auto enrolment criteria are eligible to join, subject to certain provisions.

### **Probationary service:**

Employment is conditional on the satisfactory completion of a 6-month period of probation. We reserve the right to extend this up to 12-months.

### **Adjustments during the recruitment process:**

Please let us know if you require adjustments making at any stage or to any aspect of the application process or provide us with any information that you feel relevant whilst we consider your application. If you are selected for interview, we will ask if you have any access needs or if you require any reasonable adjustments to be made for the interview. Be assured we will be supportive in discussing reasonable adjustments at all stages of the recruitment process.

### **Entitlement to work in the UK:**

Any job offer will be conditional on you demonstrating the right to live and work within the United Kingdom as required by the Immigration Asylum and Nationality Act 2006. You will be asked to provide evidence of your entitlement should an offer of employment be made.

### **Criminal convictions/DBS disclosures:**

The nature of this role means it is exempt from Section 4(2) of the Rehabilitation of Offenders Act 1974 and anyone who applies to work with us will need to disclose details of unspent convictions.

Whilst having a criminal record does not automatically bar you from working with us this will depend on the job you have applied for and the nature of the conviction. Offers of employment are conditional on a satisfactory enhanced disclosure from the Disclosure & Barring Service (DBS).

## **References:**

Any job offer will be conditional subject to receipt of satisfactory references. We reserve the right to withdraw a conditional offer based on the references that we receive. One reference should be from your current or your most recent employer and the second from a previous employment. It is important that both referees are able to comment on your suitability to the role.

## **Experience, knowledge and skills:**

The person specification lists minimum requirements for this post. The panel will only consider information written on your application form, and they will assess this information against the person specification. Where CVs are submitted these will not be used to make shortlisting decisions.

## **Data protection:**

The information you provide will be held in the strictest confidence. We process information in line with our Privacy Policy and if you are successful in your application the information that we hold will be used to administer your employment with us. By making an application, we assume that you agree to the processing of your data in accordance with our Privacy Policy.

## **Equality, Diversity, and Inclusion (EDI):**

Our commitment to EDI is to confront and eliminate discrimination whether by reason of age, gender, gender assignment, sexual orientation, marital status or civil partnership, race, nationality, ethnicity (race), religion, ability or disability, pregnancy or maternity and to encourage equal opportunities.

Employees must ensure a positive commitment towards equality, diversity and inclusion by treating others fairly and not committing any form of discrimination, victimisation or harassment of any description and to promote working relationships between all internal and external stakeholders.

Unless stated that an 'Occupational Requirement' is in place recruitment will be made on the basis of ability and merit as measured against the job criteria.

**Job title:** Community Pioneer

**Employed by:** Sheffield Methodist Circuit (Charity Number 1134151)

**Location:** Broomhill Methodist Church, Sheffield, S10 3BD.

**Reports to:** Accountable to the Broomhill Management Group through an appointed Line Manager.

E = Essential, D = Desirable, M = Method of Assessment	E	D	M
<b>Training and Qualifications</b>			
Good understanding and use of written and spoken English.	Yes		A, Q, I
Qualification in mission, community and/or theology.	Yes		A, Q, I
<b>Knowledge, Skills and Experience</b>			
Experienced in establishing dialogue with a diverse range of people, including those currently unaffiliated with faith and the church.	Yes		A, I
Able to create new or enhance current activities and forms of worship that meet the needs of existing and seek to attract new attendees.	Yes		A, I
Experience of pastoral work with families and/or young adults.		Yes	A, I
Experienced in working collaboratively with ecumenical partners and community groups, developing positive relationships.	Yes		A, I
Good knowledge of computers and social media platforms, able to think creatively about interacting and developing relationships in the community.	Yes		A, I
<b>Qualities and Aptitudes</b>			
Able to react and adapt positively to changing priorities and circumstances in order to meet the current and future needs of our church communities.	Yes		A, I
A person of vibrant faith and a strong sense of calling to pioneering/ fresh expressions of church	Yes		A, I
Able to work with competing priorities with excellent organisation skills.	Yes		A, I
Able to identify the giftings of others and nurture a volunteer team.	Yes		A, I
Able to develop and maintain appropriate boundaries, demonstrating integrity and a commitment to confidentiality.	Yes		A, I
An active listener, friendly and sensitive, able to work with compassion.	Yes		A, I
Able to communicate with confidence, both verbally and in writing, in a culturally relevant way to all ages and backgrounds.	Yes		A, I
<b>Other Requirements</b>			
Be supportive of the ethos and charisms of the Methodist Church.	Yes		A, I
Awareness of and a sensitivity to issues of equality, diversity and inclusion and a commitment to the unique value of the individual in all aspects of life.	Yes		A, I
A commitment to work irregular hours, to include evenings and weekends.	Yes		A, I
To be an active participant in any relevant communities of practice.	Yes		A, I
A satisfactory disclosure from an enhanced DBS check.	Yes		DBS

### **Method of Assessment:**

**A:** Application form; **I:** Interview; **Q:** Evidence of Qualification; **P:** Written Presentation; **E:** Exercise or Task