

**Vacancy**

Evangelical Alliance appointment of

# Mission and communications coordinator

(0.8FTE)



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# Introduction from the CEO

The Evangelical Alliance is the largest and oldest body serving evangelical Christians in the UK. Since 1846, we've been uniting Christians and making their voices heard in the corridors of power. We've also been equipping churches for mission; inspiring them to drive the spiritual, social and physical transformation of their communities.

In John 17 – the final prayer of Jesus – Christ prays: “I in them and you in me—so that they may be brought to complete unity. Then the world will know that you sent me and have loved them even as you have loved me.” We believe that the unity Jesus prayed for is reflected in the church coming together, setting aside denominational differences, and working together for the gospel.

This is an exciting and challenging time to be a part of this organisation that I'm so privileged to lead. Our annual report, included in this document, gives you a flavour of the projects, programmes and campaigns that we've been involved in over the past year and just how we are making a difference. The global pandemic has changed everything, but we remain committed to our vision of together making Jesus known.

Thank you for taking the time to consider applying to the Evangelical Alliance. We're praying that God brings the right people to us.

**Gavin Calver**  
CEO  
Evangelical Alliance

# About the Evangelical Alliance

**The Evangelical Alliance joins together hundreds of organisations, thousands of churches and tens of thousands of individuals for the sake of the gospel. Working across the UK, with offices in London, Cardiff, Stockport, Glasgow and Belfast, our members come together from across denominations, locations, age groups and ethnicities, all sharing a passion to know Jesus and make Him known. Today our dedication to serving the church, and society at large, is as strong as ever.**

Like the evangelicals who have gone before us – those who abolished the slave trade, those who reformed our justice system, those who championed education for all – we are dedicated to blessing those around us as we worship God with all that we have and all that we are.

Today it is evangelicals who are at the heart of debt counselling, street pastors, night shelters and foodbanks. Today it is active evangelical faith that is making a profound difference throughout our communities for the sake of the gospel. We speak up on behalf of those who are maligned and marginalised, affirming freedoms and proclaiming the good news of Jesus in words and in action.

We love Jesus and we want everyone in the UK to be given an opportunity to know Him. We love His church, and we will do all we can to unite evangelicals, building confidence in the gospel and speaking as a trusted voice into society to see it changed for Him.

[eauk.org](http://eauk.org)

# Who we're looking for

The Evangelical Alliance is the largest and oldest body representing the UK's two million evangelical Christians. For over 175 years, we have been bringing Christians together and helping them to listen to and be heard by government, media and society.

We aim to serve, strengthen, resource and unite the evangelical church and in so doing develop energised networks and partnerships to encourage leaders and promote effective means for mission and evangelism across the UK church.

We are looking for someone with an understanding of the UK evangelical church, committed to our vision and able to facilitate the administration, coordination and communication of our work under the leadership of the head of mission. With a desire to work collaboratively across a wide range of Evangelical Alliance partnerships, you will be a team player, able to take the initiative and skilled in the organisation of events, meetings and diary management. You will thrive on engaging with networks externally whilst actively liaising internally with other Evangelical Alliance teams to facilitate the work. You will have proven experience of successful project planning, communication and delivery.

This is an exciting role with opportunity for growth and development to hone skills and learn new ones. If this is what you're looking for, we'd love to hear from you.

# About the role

**Job title:** Mission and communications coordinator (0.8FTE)

**Responsible to:** Head of mission

## Overall purpose of the role:

- To coordinate the work of the mission team, including project administration and logistics, and events planning.
- To communicate the work of the mission team and our members, developing and delivering regular and creative content across our Great Commission and Evangelical Alliance platforms, supporting the head of mission to help Evangelical Alliance members make Jesus known together.

## Key responsibilities:

- Coordinate the activities of the mission team, assist with diary management for the head of mission, and administrate and facilitate speaking and networking engagements, logistics, co-ordinating meetings, taking minutes and managing action points as required.
- Coordinate and produce regular and creative content across our Great Commission and Evangelical Alliance channels, including content for the Evangelical Alliance website, emails and our social media platforms. Liaise with contributors, Evangelical Alliance members and missional practitioners to curate, collect and regularly distribute good news stories and ideas. Produce original content as necessary, including articles, videos and social media content.
- Coordinate mission events, contributing to in-person roundtable discussions, online webinars and workshops, liaising with speakers, producing marketing materials, production and event logistics, budgeting and delegate communications.
- Proactively support the recruitment and retention of Evangelical Alliance members through mission resources, events and communications.
- Provide communication and project coordination to the national and regional offices for UK-wide missional activity.
- Monitor and evaluate the impact of the mission team's output in line with the strategic objectives of the Evangelical Alliance.

The above list of job duties is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope and level of the post.

## There are some activities which apply to all members of staff, and these are listed below:

- To further the aims and objectives of the Evangelical Alliance
- To undertake training/personal development through participation in the Alliance's performance review programme
- To manage one's own learning and contribute to the learning of others

- To take part in other Evangelical Alliance activities arranged centrally or by other teams where appropriate
- To participate in and take turn in leading staff prayers and staff worship
- To maintain and develop the ethos of the Evangelical Alliance (ref – [Ethos Statement and Code of Conduct](#)).

This post is subject to an Occupational Requirement that the postholder is a committed evangelical Christian under Part 1 of Schedule 9 to the Equality Act 2010.

Feb 2025

## About you

# Your experience, skills and abilities

*This role of mission and communications coordinator requires a committed Christian who can demonstrate the following, which will be tested at Application (A), Interview (I), Exercise (E) and Reference (R):*

**E** = Essential / **D** = Desirable

### Your education/training:

- Educated to degree level or equivalent relevant experience – **E** (AI)

### Your experience:

- At least two years' work experience in a similar role/environment – **E** (AI)
- Experience of engagement within church life and an understanding of how the Evangelical Alliance seeks to serve the local church and its leaders – **E** (AIR)
- Experience of managing daily schedules, organising, taking minutes, overseeing meeting arrangements and hosting a room, as well as longer-term planning – **E** (AI)
- Experience in writing to inform and inspire – creating and contributing to articles, social media, collating stories, and editing material – **E** (AIE)
- Experience in overseeing upkeep and adaptations to webpages – **E** (AI)
- Experience of successfully organising events, communicating, taking initiative, and working collaboratively with team members and key stakeholders – **E** (AI)
- Experience of project management, cross-team working and working to deadlines – **E** (AIE)

### Your skills/abilities:

- A broad understanding of evangelism, mission, discipleship and community transformation and a desire to equip the church in these areas – **E** (AI)
- Ability to communicate evangelical values and principles – **E** (AI)
- Excellent organisational skills including diary management and administrative ability – **E** (AI)
- Ability to understand the overarching vision and aims of a given project or event and to map timelines and a project plan to see it delivered – **E** (AIR)
- Excellent written and verbal communication skills with the ability to adapt tone and style to suit different audiences and platforms, including social media – **E** (AE)
- Ability to create engaging online content on a range of topics – **E** (AI)
- Ability to work positively and effectively as part of a team, as well as take personal ownership and initiative for workload – **E** (AI)



- Ability to work with a diverse range of people across different church denominations and cultural expressions – **E (AI)**
- Ability to work unsupervised and take responsibility for tasks described in job description – **E (AIR)**
- Confident and efficient in using Microsoft Office (primarily Word, Outlook, Excel, Teams) – **E (A)**

### **Your personal qualities:**

- A clear commitment to the Christian faith and agreement with the Evangelical Alliance's Basis of Faith and Ethos Statement – **E (AI)**
- Able to identify and be committed to the vision and mission of the Evangelical Alliance and to reflect our values – **E (AI)**
- Regular commitment and participation in the life of the local church – **E (AR)**
- Excellent relational skills and a heart to serve – **E (IR)**

Feb 2025

# ANNUAL REPORT SNAPSHOT 2023-24

**Just as a body,  
though one, has  
many parts, but  
all its many parts  
form one body, so  
it is with Christ.**

**1 Corinthians 12:12**



**W**hat an incredible year it has been! First, I want to say thank you - we are so grateful to the more than 5,000 new personal members who joined the Evangelical Alliance this year. We remain so thankful to the many who have been with us for longer too and we look forward to journeying together as we continue to serve our membership wholeheartedly.

There have been countless highlights - we have been so encouraged as we have equipped many churches, organisations and individuals to make Jesus known this year, and our range of innovative mission and discipleship resources continue to be well received. The many opportunities we have had to engage with policymakers continue to be a great blessing, and we have spoken up wherever possible on behalf of evangelicals. It has also been wonderful to celebrate the 10-year anniversary of our One People Commission; this vital work continues

to seek to bring unity across all ethnicities.

Across the four nations of the UK, we have cheered on local church leaders, supporting and helping our members on the ground wherever God has positioned you.

It's been a great personal joy for me to minister and visit many member ministries; the breadth of churches we serve is a delight and I have also loved seeing many people give their lives to Jesus.

I am so grateful to the amazing staff team and board that I serve with. However, the Evangelical Alliance is not a staff team, it is a membership organisation, and I am profoundly thankful to every church, organisation and personal member who stands with us. Let's continue to make Jesus known together throughout the United Kingdom.

Every blessing,

A handwritten signature in black ink that reads "Gavin Calver".

**Gavin Calver**  
CEO

# Celebrating a year of highlights...

Record growth:  
**5,000+**  
new personal members!

## April

We forged new relationships with government ministers after we welcomed the *Bloom Report*, calling on the government to deepen its engagement with faith groups.



## June

We represented our members at the National Parliamentary Prayer Breakfast in Westminster Hall.

## August

Evangelical parents and carers responded in great numbers to our survey on Relationships, Sex and Health Education, and we highlighted your concerns to government and parliamentarians.

## May

We brought together representatives from 50 organisations and member churches in Scotland for an amazing day of prayer for the nation.

## July

As part of a six-way mission partnership, we launched the refreshed Talking Jesus website and new resources to help churches grow in confident evangelism.

## September

We equipped Christian parents, carers and leaders to navigate conversations about relationships and sex education with *Time to Talk*.

Sharing hope to the nation:

**150+**

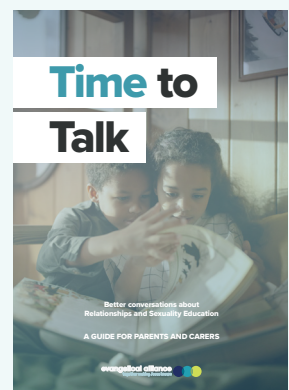
TV, radio and podcast appearances carrying the voice of the UK church

“A game-changer”, “vital”, “hugely encouraging”, and “a ray of hope” – church leaders’ responses to the *Talking Jesus* research

Helping you find what you need:

**700,000+**

visits to our website, providing evangelicals with quality resources for mission, unity and advocacy



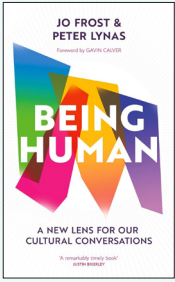


We're here for our members: more than **1,000** speaking engagements, talks, teaching sessions and meetings with church and organisational leaders

We're speaking up: **100+** appearances before government, parliamentary engagements or meetings with civil servants, politicians, MPs, MLAs, MSPs, MSs and other policymakers

## October

We released *Being Human: A new lens for our cultural conversations* - a guide for everyone who wants to live out and share the good, true and beautiful biblical vision of what it is to be human.



## December

We celebrated 10 years of the One People Commission as we work to build unity across all ethnicities in the evangelical church.

## February

We helped government and media to better understand evangelicals in Northern Ireland by publishing the *Good news people* report, with positive results, to inform future engagement.



## November

We gathered online for the International Day of Prayer for the persecuted church with three of our member organisations - almost 2,000 people signed up to the event.



## March

Our Wales team led prayers for the nation at the Welsh Parliamentary Prayer Breakfast - a powerful time of worship and celebration of Wales' spiritual heritage.



Coming alongside the next generation: we empowered **24** young leaders to be culture-shapers on our Public Leader programme

## January

In our work to envision a society in which both women and the unborn are championed and supported, we expanded our Both Lives initiative from Northern Ireland into a UK-wide initiative.



We're reaching new audiences: **30,000+** listens and downloads of our podcasts

# Financial review

“Rejoice always, pray continually, give thanks in all circumstances; for this is God’s will for you in Christ Jesus.”

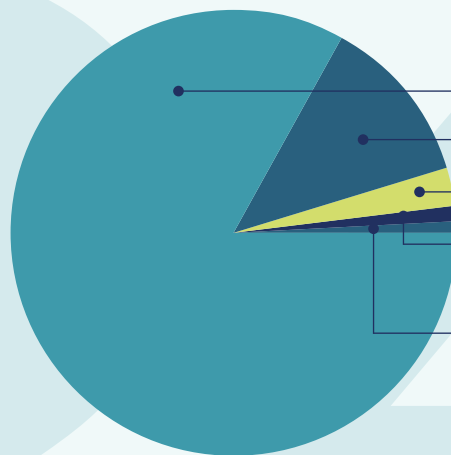
1 Thessalonians 5:16–18

## INCOME

£2,899,594

up from £2,590,073 last year

We are so thankful to God for a good year in terms of overall income growth, with exceptional legacy income and growing memberships, both of which have offset a reduction in income from charitable trusts.



Donations 83.3%

Legacies 12.2%

Trading activities 2.6%

Investment income 1.0%

Income from charitable activities 0.9%

## EXPENDITURE

£2,931,152

up from £2,761,442 last year

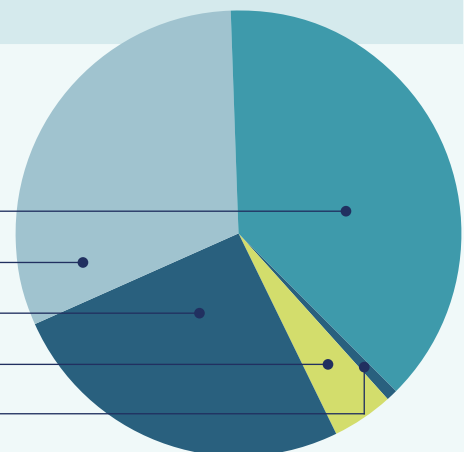
Unity and mission initiatives 38.0%

Communications and membership 31.3%

Advocacy initiatives 25.5%

Fundraising and publicity 4.3%

Income generation 0.9%



Expenditure during the year was increased across our charitable activities and in line with our strategic objectives. A significant increase in membership numbers has inevitably generated increased costs to support that membership.

# Terms & conditions and how to apply



<b>Location:</b>	Kings Cross, London N1 (with scope for hybrid working). Remote working may be considered with regular travel to an office base.
<b>Salary range:</b>	£25,000–£27,200 (for four days per week/0.8fte, London) pay review pending
<b>Hours:</b>	Four days (28 hours) per week (negotiable)
<b>Contract type:</b>	Permanent
<b>Closing date:</b>	9.00am Monday, 17 March 2025
<b>Interviews:</b>	To be confirmed

We are interested in hearing from you if you are interested in what we have shared so far. For an informal conversation, please email [hr@eauk.org](mailto:hr@eauk.org) and we will arrange for someone to speak to you.

Alternatively, you may apply by downloading the application form and emailing us at [hr@eauk.org](mailto:hr@eauk.org) with your completed application and a covering letter or by completing the online form.

All applicants must be committed to the Basis of Faith, Vision & values and Ethos statement & code of conduct of the Evangelical Alliance.

Please read our [privacy notice](#) for details of our use of your information.

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