



Renew Ripon



Holy Trinity Ripon

Role Description: Renew Ripon Co-ordinator

Name of church/organisation: Holy Trinity Church Ripon / Renew Ripon

Role Title: Renew Ripon Co-ordinator

Responsible to: Holy Trinity Ripon PCC

Job purpose: the main responsibilities of the role are:

- To coordinate Ripon Renew Wellbeing space,
- To network with and forge working partnerships with other relevant organisations

Both Renew Wellbeing and Holy Trinity Church are Christian organisations. It is essential that the successful candidate understands and respects the underlying ethos of these organisations.

Project context

Renew Ripon is a café style space based in the Arches at Holy Trinity Ripon, hosted by Holy Trinity Church. It is a community space with a variety of activities or the opportunity to sit quietly or chat to others. For more information about the project, see <https://htripon.churchsuite.com/events/ab5zn4r6>

We work in partnership with mental health teams to improve mental and emotional wellbeing. During the sessions, there is the opportunity to share in a short reflective time of prayer; this is entirely optional for visitors. All are welcome.

The role will work closely with the Renew Ripon team, the vicar and PCC of Holy Trinity Ripon.

Specific Responsibilities

The prime purpose of the Ripon Renew Co-ordinator is to take the main lead to co-ordinate, grow and develop the project, enabling it to flourish as a valuable presence within the community. The main responsibilities are to:

- Encourage people who would benefit from the Renew Wellbeing space to attend;
- Work with the team to promote knowledge of the project in the local area, especially through the use of publicity and social media;
- Co-ordinate the team of volunteers
- Develop partnerships with other relevant organisations within the community

- Engage with local voluntary and statutory bodies e.g MIND, North Yorkshire County council, GP surgeries and local authority mental health services
- Obtain feedback from those using the space and referring people and with the team, work on suggested improvements

Person Specification

We envisage the person appointed will be motivated by the purpose that is being shaped for Renew Ripon and will have some or all of the following:

Skills/knowledge/experience	Essential	Desirable
Relevant experience in mental health		✓
Understanding of the Christian faith/importance of prayer	✓	
Networking skills and able to develop partnerships with partner organisations	✓	
Organisational skills	✓	
Experience of managing people, especially volunteers	✓	
Social media skills		✓
Good communication skills	✓	
Self-starter, capable of working on own initiative yet as part of a wider team	✓	
Knowledge of adult mental health		✓
Experience of running a community-based group		✓
Knowledge of the local area		✓
Safeguarding knowledge	✓	
Experience of signposting/onward referrals		✓

Please note that references will be taken up for this role in line with the Church of England Safer Recruitment guidelines.