

CAP Centre Manager - Hemel Hempstead Office

To date there are over 600 CAP Centres in the UK and CAP is also growing internationally, with centres in Australia, Canada, New Zealand and America.

The Hemel Hempstead CAP Centre has been in operation since October 2006, helping many local residents find financial freedom, as well as receiving the love of Jesus in very practical ways

The CAP Centre is an integral part of the Community Hub at Liberty Tea Rooms, which is supported prayerfully and financially by multiple churches throughout Dacorum.

Centre Manager Job brief

Liberty Tea Rooms and Community Hub are looking for a passionate and dedicated person to take on the role as the CAP Centre Manager in Hemel Hempstead

Applicants must be an active member of the local Christian Community and love Jesus, care for people and are passionate about the local church

This is a part time employed position, where the pay scale is subject to negotiation,

There is a requirement to work a minimum of 16 hours per week

Character Requirements:

- Ability to share your faith and lead prayer initiatives
- Organizational and leadership skills
- Excellent communication skills

Centre Manager responsibilities include:-

- Overseeing and supporting the Debt Centre and other CAP group services, which include Fresh Start, Life Skills and CAP Money.
- You will work with the CAP Befriender coordinator, helping to further develop the team and assist with training new volunteers
- Work closely with existing partners, such as Dacorum Borough Council, DENS and Social Services
- Further develop relationship with the CAP Partnership Team (currently 5 church leaders)
- Work closely with Christians Against Poverty based in Bradford, which incorporates yearly reviews with the CAP Area Manager
- Advertise CAP services by initiating meetings and offering presentations with multiple agencies.
- Develop links with local churches and carry out speaking engagements at Sunday services
- Initiating prayer sessions with the team

The Centre Manager must understand the importance of unity, must be a thoughtful leader and a confident decision-maker, helping people to develop and be productive, while ensuring our vision, mission and ethos are central.

This includes working very closely with the Liberty Tea Rooms and Community Hub team and Trustees, as well as multiple churches in the town

Application Process:

Applicants should apply via email to owencooper@capuk.org stating reasons why they should be considered for the position, together with any relevant experience. Please give full contact details including your full name, email, contact number and church you are attending

- Deadline for applications is the 31st August 2020
- There will be an initial informal chat with members from the CAP Team
- Once nominated as a potential candidate you will then be put forward for selection by CAP head office

For more information about the role please contact Owen at owencooper@capuk.org