

The Community Link Cradley Heath



A Leader in Mission at The Cradley Heath Community Link

Role: Project Leader



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Cradley Heath Community Link (CHCL) is a Charitable Incorporated Organisation registered with the Charity Commission for England and Wales (1202471) working in the area of the Anglican deanery of Greater Dudley, which includes the Local Authority Districts of Dudley and Sandwell. Our charitable objectives are fulfilled as the principal business of the charity, namely:

- 1) To advance the Christian faith for the benefit of the public in the area of the Greater Dudley Deanery.
- 2) For the public benefit, the relief of those in need, by reason of youth, age or financial hardship in the area of the Greater Dudley Deanery.
- 3) The prevention or relief of poverty in the area of the Greater Dudley Deanery by providing: grants, items and services to individuals in need and/or charities, or other organisations working to prevent or relieve poverty.

Our Vision

CHCL works in close partnership with the Diocese of Worcester and supports the diocesan vision to grow as Kingdom People, sharing the good news of Jesus' love in Worcestershire & Dudley through worshipping God, making disciples, sharing hope and transforming communities.

Our starting point is God's love for each one of us, expressed most powerfully in the life of Jesus: his care, compassion and self-giving. We look to walk alongside centre users to restore hope and confidence, to equip them to live well in the community, to discover what they need and where appropriate to support them moving into employment. We give opportunity to discover more about the Christian faith whilst endeavouring to treat all with the appropriate respect of an inclusive organisation.

The Story

CHCL has its origins in the closure of a parish church just off the High Street. There was a desire to continue to serve the people of Cradley Heath, so a shop was rented on the High Street. A Foodbank and other services were established. CHCL took on a new life after the pandemic with new projects offered and the footfall growing. This led to the creation of a CIO with the appointment of Trustees and moving to larger premises.

What does the Link offer today?

CHCL has always looked to be flexible in what is offered, responding to different needs and opportunities. For example, some seemingly chance conversations led to a large donation of bicycles from Halfords. This led to links with Triathlon UK and the start of a project offering guided cycle rides: for fun, for fitness, and to develop the sense of being part of a group.



Currently, regular events include:

- **Foodbank** – a distribution point for the Black Country Foodbank, servicing in a typical week 30-40 adults and children, receiving 15-20 vouchers.
- **Café** – offering a hot meal once a week and refreshments at other times. Giving volunteers the opportunity to develop a mix of skills from working in the kitchen to meeting the public, taking orders, serving and handling money. The café is reasonably priced to include centre-users and volunteers.
- **The shop** – a charity shop giving volunteers retail experience whilst giving centre-users an invitation to shop. Around £150 a week is raised for CHCL funds.
- **Women's Group** – a place where women can feel safe, supported and heard. A happy place.
- **Worship Wednesdays** – a new worshipping community, open to all, with a current mix of mature Christians and relative newcomers.
- **'COLT': Cost of Living Sandwell Council** – offer a drop-in service for individuals to get guidance and support (Two sessions a week). Clients are met in private and whilst waiting can be served in the Café.
- **Cranstoun Sandwell** – Cranstoun Sandwell provides free and confidential advice and support to adults who would like to talk about alcohol/drug addiction. As with COLT, clients are met in private and whilst waiting can be served in the Café.
- **Councillor Drop-In** – similar to above, a local Sandwell councillor is available a couple of times a month.

Other groups have begun as volunteers or members of the public have offered to lead them. These include:

- **A craft group**
- **A support group for the local African French Speaking Community**
- **A Calligraphy group**
- **A Tai-Chi course** - which ran for one eight-week session

The Diocese of Worcester is the Church of England across Worcestershire and the Metropolitan Borough of Dudley. Dudley alone has a population the size of Cardiff, whilst the city of Worcester, and smaller towns like Malvern, Redditch and Kidderminster, alongside our many rural village communities, present different contexts for ministry.

Our diocesan vision is to grow as Kingdom People, sharing the good news of Jesus' love in Worcestershire and Dudley through churches that are growing in health and sustainability. As Kingdom People, we join together to worship God, make disciples, share hope, and transform communities as we seek to live out values of love, compassion, justice and freedom.

CHCL needs to be agile and flexible in responding to new opportunities to serve the community of Cradley Heath and beyond. CHCL must also be prepared to take risks. Not all new ventures will work or be popular. CHCL also needs to be faithful to its roots in being open about its church affiliation and offering events which nurture faith. With this in mind, a current aim of the trustees is to strengthen links with the local parish, The Forge Group, and to more deeply embed the charity within diocesan structures.



Project Leader

Purpose of the Role

This role is a varied one - a Community Missioner, Chaplain and Imaginative Leader in one! You will be part manager, part administrator and also part community missioner and chaplain as you hold together the aims and objectives of the charity.

Key Responsibilities

Missional:

- To develop new missional opportunities, often working in partnership and fostering good relationships with local voluntary groups and statutory agencies as the charity seeks to discover the needs and possibilities within the local population.
- Actively promote the Christian faith in a natural, healing way within the project.
- Work with the Forge Group leaders and worshippers, in developing appropriate faith-discovering and nurturing courses for the Link and parish.
- Have oversight of the New Worshipping Community, Worship Wednesdays, looking to draw those exploring faith into it.
- Coordinate acquiring the necessary resources for the work of CHCL, both in funding and volunteers.

Volunteers and Safeguarding:

The volunteers are an essential part of CHCL, being both those who enable projects such as the Foodbank to run smoothly and those whose personal development form part of the aims of CHCL.

- Develop healthy relationships with volunteers.
 - support and mentor into fruitful living and perhaps into employment.
 - showcase good relationships, setting the tone for volunteers.
- Ensure all volunteers are safely recruited, following the guidance of the Diocese of Worcester Safeguarding Team.
 - meet all prospective volunteers, discussing potential roles for them and liaise with CHCL's Safeguarding Officer to ensure that all required steps are taken as part of the safer recruitment process.
- Working with the CHCL administrator, the Project Leader will also be responsible for ensuring volunteers receive any statutory training and/or beneficial training that is available. They will also need to maintain their own safeguarding training. The Safeguarding Lead Trustee will be a supportive part of Safeguarding Administration.

Relationships

Reporting to:

The Chair of Trustees

Key Relationships:

- The Board of Trustees, who you will be expected to report to each quarter.
- Part-time Centre Administrator:
A funding-search is currently underway to increase the administrator's hours. The Centre Administrator will then, under the Project Leader's guidance, manage the day-to-day business of running the centre building, CHCL's finances (alongside the Treasurer), searching for grant funding (alongside the Project Leader and trustees), as well as being "PA" to the Project Leader.



Person Specification

The offer will be reliant on satisfactory references and an enhanced DBS check.

Please note

Any job offer will be dependent upon the satisfactory outcome of an enhanced DBS check (or the appropriate level check) along with,

Employment Checks: Any offer of employment will be subject to a satisfactory **Right to Work** check, the satisfactory receipt of at least **two** references (including from your current employer).

Selection Process: All applications are subject to shortlisting. Panel interviews are usually held in person. The recruitment process usually consists of a panel interview and a task relevant to the role. Some processes may also involve a presentation.

The Church of England is for everyone, and it is a priority for us to reflect the diversity of the community the Church serves across the whole diocese. We welcome all applications from interested and suitably qualified people, and particularly welcome applications from those of global majority heritage / UK minority heritage and people with disabilities.

This post is subject to an occupational requirement under Part 1 of Schedule 9 to the Equality Act 2010 due to the representational aspects of the role within the Diocese of Worcester that the post-holder be a committed Christian, lay or ordained, and an active communicant member in good standing within the Church of England or of a Church which is in Communion with the Church of England, or a Church that is a member of the Churches Together in Britain and Ireland, Churches Together in England or the Evangelical Alliance.

Experience:

- Experience of working in and with community organisations
- Previous experience of supervising and developing a team of volunteers and staff members
- Experience of working with others to bring about change, including experience of nurturing discipleship and growth in faith
- Experience of developing strategic approaches to mission and evangelism in a variety of contexts
- Demonstrable experience of working in a consultative way with colleagues and peers
- Successful experience of grant hunting
- Experience of working within a budget

Knowledge & Skills:

Essential:

- A working knowledge of safeguarding policies & practice, including safer recruitment
- The ability to encourage volunteers and centre users, mentoring as appropriate
- The ability to explain the relevance of the Gospel to someone's life in a relational way and in a range of situations

Desirable

- Awareness of current trends in mission & evangelism
- Awareness of how to write a successful funding bid

Personal:

Essential:

- Be a practicing Christian who is supportive of the aims, values and ethos of the Diocese of Worcester and of the mission and ministry of the Church of England. www.cofe-worcester.org.uk
- Able to work flexible hours, including regular evening and weekend commitments. Enthusiastic, self-motivated and adaptable and able to work with minimum supervision.

Benefits and How to Apply

- Salary: £44,285 plus pension
- Contract: 3 years fixed-term, dependent on starting date
- Hours: Full-Time 37.5 hours per week with some evening and weekend work to be expected
- Holiday: 20 days and 8 bank holidays
- Location: Principally, the role is based at the CHCL centre at 135-142 High Street, Cradley Heath, B64 5HJ
However, the successful candidate will also be expected to attend meetings with interested parties across the Greater Dudley deanery area
- To apply: Complete the on-line application form [here](#)
- Closing date for applications: Monday 24 November 2025, 12 noon
- Interviews: Thursday 4 December 2025

The Church of England is committed to the safeguarding, care and nurture of everyone within our church community. In the Diocese of Worcester we follow and are committed to the Church of England's House of Bishops' Safeguarding Policies and the relevant statutory legislation and guidance "Working together" to ensure the welfare of children and young people is paramount.

Recruitment for this role involving direct contact with children or vulnerable adults will be subject to the guidelines outlined in the [Church of England's Safer Recruitment & People Management practice guidance](#) including an Enhanced DBS check.

