



THE DIOCESE OF SHEFFIELD

JOB DESCRIPTION

JOB TITLE:	Assistant Lights for Christ Enabler
EMPLOYER:	Sheffield Diocesan Board of Finance
RESPONSIBLE TO:	Lights for Christ Enabler
RESPONSIBLE FOR:	N/A

The Diocese of Sheffield is called to grow a diverse network of Christ-like, lively and sustainable Christian communities in every place which are effective in making disciples and in seeking to transform our society and God's world.

Job Purpose

Work within the diocesan Resourcing Mission and Ministry (RMM) Team, and collaboratively with the Communications Team and Learning Development Team to:

- Assist the Lights for Christ Enabler in the formation and delivery of the Lights for Christ strategy
- Support Oversight Ministers and other key lay leaders to champion and introduce Lights for Christ and the Personal Rule of Life into the culture of their Mission Area
- Produce supportive resources and work closely with the Diocesan prayer community
- Deliver parish and deanery based Lights for Christ workshops and training

Main duties and responsibilities

- 1. Support Oversight Ministers to champion and introduce Lights for Christ and the Personal Rule of Life into the culture of their Mission Area**
 - Develop an understanding of the pathways and barriers to the introduction of Lights for Christ and Rule of Life in Mission Areas across the Diocese.

- Help commission and develop resources to support Oversight Ministers in the roll out of Lights for Christ and the Personal Rule of Life in Mission Areas.
- Deliver Personal Rule of Life and other discipleship training to parishes
- Working alongside the Church in Schools Enabler, promote and deliver Lights for Schools materials to schools and parishes.

3. Produce supportive resources and work closely with the prayer community

- Together with the Learning Development Team, identify and develop innovative resources and tools to enable all members of our congregation to assess, review and own their progress towards developing a PRoL.
- Identify and develop resources to support Lights for Christ.
- Develop ways to encourage uptake of the web-based Lights for Christ resources.
- Respond to feedback on the PRoL material, amend and develop it as required.
- Communicate, share and promote new resources developed for the national Setting God's People Free agenda (i.e. Everyday Faith), also with the Discipleship Enablers Networks and other partner organisations.

COLLABORATIVE PARTNERS

Internal: Department of Resourcing Mission and Ministry (RMM), Learning Development Team, Communications Department

External: Oversight Ministers and other clergy, Focal Ministers, Lay leaders and volunteers, Spiritual Accompaniers, LICC, Everyday Faith networks (SGPF)

This role description provides a guide to the duties and responsibilities of the post and is not an exhaustive list. The post holder may be asked to undertake any other relevant duties appropriate to the post. The role description will be amended over time, in full consultation with the post holder, to meet the needs of the Diocese.

PERSON SPECIFICATION: LIGHTS FOR CHRIST ENABLER

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> • Educated to A-level standard or NVQ equivalent 	<ul style="list-style-type: none"> • Educated to degree level or equivalent
Experience	<ul style="list-style-type: none"> • Functioning in a consultative or facilitative role with individuals, groups and/or organisations • Working creatively and effectively with different theological traditions and approaches within the Anglican church • Some experience of recruitment of volunteers or workers 	<ul style="list-style-type: none"> • Experience of using technology to support the planning and running of events and courses • Experience of practices and principles of online and adult learning • Experience of supporting and releasing lay ministers into their whole life discipleship vocation • Working creatively in an organisation undergoing culture change • A particular interest or background in ministry or learning and development, and the relevant skills in working with adult groups in these areas
Skills & Knowledge	<ul style="list-style-type: none"> • A working knowledge of, and competent in the use of standard IT products, including Microsoft Word, Excel, Outlook and PowerPoint • Creative approaches to Discipleship in today's context that encourages the whole people of God to live out their God given calling • Designing, developing and facilitating learning/training events online and in person • Producing resources to support people in their roles • Creating and/or using web-based material to promote learning and cultural change 	<ul style="list-style-type: none"> • An understanding of methods and approaches to personal development and discipleship • Knowledge of Personal Rules of Life • An understanding of the ethos and mission of the Church of England • Knowledge of how online communities develop and network effectively • An understanding of ministry (in its broadest terms) at the local level, recognising its opportunities and constraints, and an ability to

		<p>empathise with and share in the practical challenges of parochial ministry</p> <ul style="list-style-type: none"> • Discerning and enabling community engagement
Personal	<ul style="list-style-type: none"> • Able to work confidently on own initiative • Willing to work flexibly, including some/occasional evening or weekend work • Comfortable and confident working collaboratively in a team • Understanding of and commitment to equality and valuing diversity • Commitment to the vision and strategy of the Church as articulated in the Sheffield Diocesan vision statements and strategy • A practising Christian 	

This post carries an Occupational Requirement under the provisions of the Equality Act for the postholder to have a committed Christian faith.

Last updated December 2025