



POSITION DESCRIPTION
1.0 Full Time Equivalent

Domestic Partnerships Lead

The Organisation:

Christian World Service (CWS) is the development, aid, and justice agency of the Anglican Church of Aotearoa New Zealand and Polynesia, the Methodist Church of New Zealand, the Presbyterian Church of Aotearoa New Zealand, the Religious Society of Friends (Quakers) and the Christian Churches of New Zealand.

Our vision is a world free of poverty and injustice. We provide opportunities for New Zealanders, particularly adherents of our church partners, to financially support and to learn from our global partners who are involved in development work. Our international partners are civil society organisations, working in a variety of countries, particularly in the Pacific. Our goal is to improve community well-being and to positively transform lives. CWS also raises funds to provide aid when disasters strike around the globe. It also uses the learnings from the experience of its development partners to advocate within New Zealand for policy changes that address poverty, peace, and justice.

The Position:

Reporting to the National Director, the Domestic Partnerships Lead is responsible for developing and operationalising goals that will assist the organisation achieve its strategic plan. This position has responsibility for overseeing and executing all steps required to reach our goals with domestic partners. Specifically, the role is aimed at building strong relationships across the breadth of the Christian Church to inspire a spirit of generosity amongst Christians and other supporters in response to the stories and lived experiences of the world's most vulnerable and disadvantaged. Our overarching objectives are to significantly increase the ability of CWS to support international partners, and to advocate for justice, peace, and compassion towards those who are poor.

Responsible to: National
Director

Direct Reports:

- Church Engagement
- Content and Campaigns Specialist
- Youth and Young Adults Engagement

Location:

Auckland preferred (work from home)

Remuneration:

As agreed

Key Relationships:

- National Director
- Direct Reports
- Other CWS Staff
- Ministers/Pastors and staff of local Churches

- Domestic Partner Champions (local church volunteers)
- Contractors
- Other key stakeholders

Responsibilities

Core Tasks	Method/s of Achievement	Outcomes
1. Strategy		
In collaboration with the National Director, you will be responsible for leading the development of the domestic partnerships' strategy of CWS to meet organisational goals.	Review and update annually including all appeals, regular giving, bequests, philanthropic grants, and government funding.	There will be a documented current, relevant strategy concerning domestic partnerships, with measurable goals.
2. Annual Action Plan		
Developed from the strategic plan, you will drive and monitor the implementation of an Annual Plan, which will include:	Leading or writing the communications, promotions, and appeals of CWS to domestic partners. across the breadth of the Church.	CWS will experience a significant lift in its revenue streams through the generosity of the Christian community.
	Overseeing and developing the suite of creative materials that capture the lived experience of the world's most disadvantaged and vulnerable.	Current domestic partners, along with new supporters will receive professional, timely and thought promoting information that will inspire them to financially support CWS.
	Developing an internet presence that inspires a younger generation of social activists towards the work of CWS.	There will be a noticeable increase in the presence of CWS on social platforms and webpage along with a significant uplift of users.
	Contact current and new church leadership from the breadth of the church community to identify opportunities for CWS to support their congregation in responding to the call of the gospel for justice, peace, and compassion towards the poor.	There will be a growing network of church communities supported, resourced and partnering with CWS to have a positive impact on the world's most disadvantaged and vulnerable. Churches will experience an inspiring and professional relationship when working with CWS.

	Actively facilitate, build relationship and support the development of local church CWS champions who will promote the ministry of CWS within current and new congregations.	There will be a growing network of local church volunteers supported and resourced through CWS, who are committed to having a positive impact on the world's most disadvantaged and vulnerable.
3. Leadership		
Oversee, guide and support the work of the Domestic Partnerships Team	Work with staff, giving positive direction to their work. This will include recruitment, guidance, appraisal, and recognition of performance.	Personnel will be motivated, effective, and efficient. This will be evidenced by increased, capability, productivity and financial support for the work of our international partners.
4. Reporting		
National Director	Prepare a brief monthly written report for the National Director	The National Director will be kept well informed in a timely manner.
Stakeholders	Prepare persuasive reports as required for stakeholders.	Stakeholders will receive updates of where and how their funding has been invested.
5. Compliance, Health Safety and Wellbeing		
Comply with all approved policies within the organisation.	You will familiarize yourself and maintain a current knowledge of all CWS policies. You will contribute to the review and formation of new policies as is appropriate.	The integrity and credibility of CWS will be maintained at all times.
6. Miscellaneous		
As may arise from time to time.	You will be flexible and versatile in assisting and supporting the wider mission of CWS.	As agreed.

PROFESSIONAL AND PERSONAL COMPETENCIES AND ATTRIBUTES FOR THE POSITION OF

Domestic Partnerships Lead

Christian World Service

The successful applicant will:

- Possess demonstrable commitment to the mission and values of CWS.
- Have a sound understanding of international aid and development and global issues.
- Possess demonstrable commitment to and experience within the breadth of the Church across Aotearoa New Zealand.
- Understand and have commitment to Te Tiriti o Waitangi, the Treaty of Waitangi.
- Have a relevant tertiary qualification
- Demonstrable ability as a persuasive communicator - both with individuals and in public settings (such as school assemblies or church services).
- Cultural awareness or experience within Māori, Pacific and/or other ethnic communities.
- Have a demonstrable ability to captivate people through virtual platforms.
- Have experience in funding/fundraising.
- Be innovative and able to conceptualise a future vision.
- Be a self-initiator of high energy.
- Be outcomes focused; able to prioritise, schedule and organise work for maximum efficiency.
- Be able to develop strong, positive relationships with existing and potential key stakeholders.
- Possess a positive attitude, displaying an ability to overcome setbacks and find solutions that will achieve results.
- Be able to initiate change and take decisions in the best interests of the organisation.
- Have experience in project management
- Possess a high level of computer literacy and ability to learn new systems.
- Have an ability to plan and meet deadlines.
- Be able to travel within Aotearoa New Zealand as required by the National Director.
- Hold a driver's licence and have independent transportation (for which you will be reimbursed at IRD rates).
- The ability to work in Aotearoa New Zealand.