

DHI MINISTERIAL BUSINESS LEAD

Minister and General Business Manager

Destiny House International (DHI) is seeking a Minister and General Business Manager, whose role qualifies as a deacon of Destiny House International and the oversight of Business Operations and Development within DHI. As a Minister, it is your duty to help the lead Pastor to shepherd God's people and execute the ministry of the church in alignment with the mission and vision of DHI.

This position also requires you to maintain Godly standards for the deaconate as found in 'Tim 3:8', 'Titus 1:7' and 'Acts 6:3.'

General Business Manager:

The successful candidate will have extensive in-field experience of around 7 to 10 years, handling an array of businesses.

The Business Manager will perceive and secure the business opportunities of this community church; our new CIO status; and utilise our existing resources of both brick and mortar across four sites. They will build and sustain networks and stabilise a lucrative future for DHI and the communities we serve.

This post requires an entrepreneurial mindset, innovative and 'out of the box' thinking, as you manage business opportunities and safe operations in a Post-COVID-19 marketplace. The right candidate will be passionate about our PRO-VISION goal of income generation for community work and mission, both overseas and in the UK. He/she must be a clear minded multitasker, able to think on their feet, and be decisive amid competing priorities.

Responsibilities

- Build effective relationships with all DHI managers to develop and execute successful business strategies
- Raise the profile of DHI as a brand
- Cascade business advice and expertise to DHI Elders and managers
- Engage all stakeholders to create an environment for businesses to thrive.
- Monitor the success of each business initiative, maintaining an outcome focus
- Enable DHI Business to finance the vision of DHI in the UK and internationally
- Ensure DHI Business maintains a reputation of integrity in all areas.
- Monitor, analyse and forecast investment raising targets/progress against key performance Indicators
- Prepare analytical and performance reports as required for management and trustee purposes
- Ensure the efficient and effective administration of data and information relating to marketing

- Prepare, negotiate and manage contracts related to the team, ensuring compliance with strategic objectives, internal policies and legal obligations
- Identify, monitor and manage risks related to DHI business operations
- Client/Investor Management
- Work with technical staff and other internal colleagues to meet customer and contractual needs
- Develop and inspire a team to implement the strategy and to achieve objectives and targets

Person Specification

Full driving licence, preferably clean, and access to a vehicle

Knowledge and understanding

- Understanding the principles of business management
- Understanding of the principles of accounting and finance management, policies and standards

Understanding of investments and investment portfolios

- Understanding of the principles of Human Resources Management
- Understanding of current insurance policies and producers
- Understanding of the differences in charity and business legislation
- Understanding of the Charity Commission and reporting guidelines

Recent and relevant experience

- Business management
- Managing the accounting and financial practises of a business or charity
- Managing teams
- Experience of report writing, and strategic planning to Board level
- Organising and prioritising a competing workload
- Training and experience in delivering Health and safety best practise and policy

Skills

- The ability to apply analytical, interpretive, evaluative, creative and innovative thinking skills to adapt and develop new solutions
- Excellent written and verbal communication skills.

Excellent financial management skills

- Working knowledge of Human Resource
- Working knowledge of relevant policies / legislation / codes of practice
- A wide range of IT skills including word-processing, spreadsheets, social media & design

Personal qualities

- The ability to work effectively with people from a wide range of disciplines
- Able to work co-operatively as part of a team
- Able to work effectively under pressure
- Self-motivation and ability to motivate others

Main Conditions of Employment

Salary	To be negotiated commensurate with experience
Hours	24 hours per week
Contract	Permanent, subject to 12 months Probationary period
Start date	As soon as possible
Place of work	Across sites in Brent and Ealing
Annual leave	12 days
Pension	The successful candidate is entitled to join NEST pension scheme after 6 months
Closing Date	Friday 19 March 2021
Interview	Interviewees will take place within two weeks of the closing date Depending on COVID-19 Restrictions, the interview is likely to be virtual by ZOOM link with a follow up meeting in person