



CAP Debt Coach

2 days per week

£25-27,000 per annum (pro rata, dependent on experience)

The Hope Trust Oxford is seeking to recruit a Christians Against Poverty (CAP) Debt Coach. The successful applicant will be based at St Ebbe's Church but be employed by the Hope Trust Oxford, and work closely with our CAP Debt Centre Manager.

About The Hope Trust Oxford

The Hope Trust Oxford exists to reach out into marginalised and deprived areas in Oxford with the hope of the gospel. It has a close partnership with St Ebbe's Church and started a CAP Debt Centre based at St Ebbe's in 2020. For more information, please visit www.thehopetrustoxford.org.

About CAP

CAP provides free debt help and local community groups across the UK. The charity's free services, run with local churches, provide practical and emotional support to people struggling with debt and poverty. CAP is the indispensable trainer, equipper, and facilitator of the work of the Debt Coach.

About St Ebbe's

St Ebbe's is a large and diverse community from all walks of life, made up of families, locals, students, international visitors, the retired, and more. The church is evangelical and Anglican, though includes many members and some staff from other denominational backgrounds. The St Ebbe's vision is to see God honoured through the foundations of the Bible and prayer to:

- Reach out to non-believers with the good news of Jesus
- Build up Christians as disciples of Christ
- Send out Christians to serve Christ in Oxford and the world

St Ebbe's is one church with different congregations, and any are welcome at any of our services! Likewise, we hope in time CAP clients who come to faith and become rooted in the church might feel welcome at any and all of our congregations on a Sunday. Our City congregation, which meets at 4:30pm, has a special mandate to be culturally accessible to, and outreach within, our local community immediately surrounding the church. Our CAP work is not limited to that local area – it spreads throughout the wider city – but our CAP work is an important part of our overall outreach to our local area and therefore shares a vital interest in City's mandate, while not being limited to it. Therefore, while the CAP work is supported by and flows through the whole of St. Ebbe's, it is important that we have a regular CAP team presence at City while also keeping up the profile of the work across the church.

The CAP Debt Coach role

The CAP Debt Coach is responsible for supporting the CAP Debt Centre Manager in the efficient running of the debt centre. In addition to assisting in the management of the debt centre, you will visit clients in their homes, encourage them to work with CAP, and provide them with support. You will deliver debt advice and work with CAP Central to communicate

affordable budgets and repayment plans to clients and encourage them to follow and work with their debt management plan. The Debt Coach will report to the Debt Centre Manager, providing mutual support and cover during periods of scheduled holidays. All Debt Coach duties must be done in a way that positively reflects the Christian faith and the core values of CAP, the Hope Trust Oxford, and St Ebbe's church.

An important aspect of the role will be to communicate the mission and culture of CAP both in the community and at St Ebbe's, continuing to expand our network of external referral agencies, while at the same time helping to support the team of volunteer befrienders.

Job Description

- To positively promote the Christian faith in line with the objectives of CAP and the Hope Trust Oxford
- To take part in all initial and ongoing CAP training in order to offer the best service possible
- To visit clients in their homes and to explain the CAP service in a way that is understood and encourages clients to agree to work with CAP (mobility is essential to enable home visits, so having a car and full licence is a requirement in most cases)
- To be part of a team that delivers the debt advice to the client – this will involve a fact find of their current financial situation, communication of the prepared budget and financial plan, and encouragement to stick to the plan
- To accompany clients to court in order to provide support as they secure affordable repayments and other legal agreements
- May be required to help with publicising the CAP service in a way that makes it available to the widest possible section of society – this will involve developing links with relevant referral agencies so as to provide a service working in harmony with all relevant agencies

Experience for the Debt Coach role

Essential

- Evidence of passion for the poor and evangelism, and outworking of this
- Existing links with St Ebbe's Central or willingness to root their regular church attendance at St. Ebbe's. And within a wider commitment to St. Ebbe's as a whole, regular attendance at its City congregation is important given City's focus on mission to our local community and CAP's important place in that mission.

Desirable

- Experience of mentoring or coaching
- Experience of leading and supporting volunteers
- History in outreach to impoverished areas generally, and within our parish in particular.

**The Hope Trust Oxford is a charitable incorporated organisation registered in England and Wales.
Registered charity number: 1190127.**

1-2 Roger Bacon Lane, Oxford, OX1 1QE . info@thehopetrustoxford.org

Skills/Abilities

- The ability and desire to explain the gospel in a clear, relevant and natural way
- A compassionate, friendly, relational person who is able to lead and motivate others
- Excellent written and verbal communication skills, in groups and in one-to-one environments
- Excellent time and task management
- Enjoys relationship building
- Ability to develop strengths, skills and motivation in others
- Experience of working both on your own and as part of a team
- Experience of working with a wide variety of people (beneficial to have experience of working with people on a low income)
- High emotional intelligence and understanding of the human factors involved in the role
- Comfortable working with numbers, and able to effectively work with and understand a household budget
- Ability to motivate and inspire people to sign up for our service
- Ability to remain emotionally strong through stressful situations
- Logical, articulate approach to work
- Good administration skills
- Good IT skills – confident using Microsoft Word and the internet
- Sincere acceptance and understanding of the Christian purpose of the charity

Other information

Because this role can involve working with vulnerable people, you'll need to have a Disclosure and Barring Service (DBS) check.

We ask you to commit to a minimum of two years in this role due to the level of specialised training required and the time it takes to complete.

Pension: 10% pension contribution.

Place of work: St Ebbe's Church, central Oxford. Some work from home as required.

Must be able to give both verbal assent to and practical demonstration of Christians Against Poverty's [Statement of Faith](#) and Core Values.

The successful candidate will need to sign the St Ebbe's statement of faith, found here: <https://stebbes.org/what-we-believe/>

Must be able to actively take part in prayer and worship, whether individual, in a small group or corporately, as an expression of own personal faith and in line with CAP's Statement of Faith.

To apply, please submit a CV and cover letter to info@thehopetrustoxford.org by 5pm on 7 July 2023. Interviews will take place sometime the week of 17 July.

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