



Title: CAP Debt Coach

Hours: 2 days per week

Salary: £27,000 per annum (**pro rata**)

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.

Christians Against Poverty

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. For more information, please visit <https://capuk.org/>.

St Ebbe's Church

St Ebbe's is a large and diverse community of Christian believers from all walks of life, made up of families, locals, students, international visitors, the retired, and more. There are three services each Sunday, with a range of activities throughout the week. 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.

The Role

The CAP Debt Coach will support the Debt Centre Manager two-days per week in the running of the debt centre, supporting clients on their journey to becoming debt free through home visits and ongoing support. The CAP Debt Coach will be based at St Ebbe's Church Central and will build relationships with the communities from all three of the church's services, as well as with the congregations at Grace Church Cowley and St Ebbe's Headington. However, the Debt Coach will have a special commitment to the 4:30 City Congregation at Ebbe's Central, attending it regularly.

Job Description

- To positively promote the Christian faith in line with the objectives of the charity;
- To take part in all initial and ongoing 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;
- To build relationships across the wider St Ebbe's and Grace Church networks, helping to recruit Befrienders, and providing a face for CAP's work amongst these supporting churches;
- To commit particularly to the community and aims of the 4:30 City Congregation (which seeks to serve the St Ebbe's parish) by attending it regularly, forming a link for CAP clients to church through this congregation, enabling them to settle quickly and easily into church community if they wish to do so.

Experience

Essential

- Evidence of passion for the poor and evangelism, and the outworking of this.

Desirable

- Experience of mentoring or coaching;
- Experience of leading a small group or project.

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;
- Enjoyment in relationship building;
- The 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;

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Registered charity number: 1190127. 1-2 Roger Bacon Lane, Oxford, OX1 1QE.

info@thehopetrustoxford.org

- The ability to motivate and inspire people to sign up for our service;
- The ability to remain emotionally strong through stressful situations;
- Logical and articulate in approaching 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

Pension: 10% pension contribution

Annual leave: 12 days (including Bank Holidays)

Line Manager: St Ebbe's CAP Debt Centre Manager

Place of Work: St Ebbe's Central (some work from home as required)

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.

Candidates must be able to give both verbal assent to and practical demonstration of the 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/>. Candidates must be able to actively take part in prayer and worship, whether individual, in a small group or corporately, as an expression of their own personal faith and in line with CAP's Statement of Faith.

Application

To apply, please submit a CV and cover letter to info@thehopetrustoxford.org by 12pm on 8 December, 2023. If an applicant reaches the interview stage, then there is a two-stage process: first they will be interviewed and approved by the Hope Trust and St Ebbe's side, who will then recommend the applicant to CAP. CAP then conducts a second interview of their own.

We look forward to receiving your application.