

BECAUSE LONDON NEEDS JESUS

MISSION CITY
LONDON

APPOINTMENT OF
**DIRECTOR OF FINANCE,
PROPERTY AND IT**



INTRODUCTION

Our vision is to see everyone in London invited, personally and lovingly, to enjoy an eternal, life-giving relationship with God.

Our mission is to share the gospel alongside the local church of London, equipping everyday Christians to lovingly bring a message of hope in Christ to people and communities least likely to hear it.

For 189 years the gospel has been at the heart of all we do.

London needs Jesus! One in two people don't have a Christian friend to invite them to church, open a Bible with them, or tell them the good news of Jesus. We want to see that change. The latest census data reports that under 10% of the inhabitants of London's poorest districts attend Christian churches. The poor areas of London are incredibly diverse, in fact London is the most ethnically diverse city in the world, growing at over 100,000 people a year. We believe that these ethnic groups, often living in the poorest areas of London, are in desperate need to hear the Gospel but are least likely to be reached with it. The world has come to London – we long to see the Gospel taken to the world by working alongside churches to visit homes and go out into the streets of London with the good news of the Gospel.

Together with London's churches we show God's love in practical ways and continually look for ways to share the message of the Gospel of Jesus Christ with the least reached in our capital. Our monthly team gatherings are full of testimonies of how God is working amongst the least reached people of the city, and our deep conviction is that much more needs to be done – and can be done – at this urgent hour for London.

To see more about what we do click here for our [Annual Report](#).

CONTEXT TO THIS APPOINTMENT

Graham Miller was appointed CEO in 2013, being the youngest London City Mission CEO since its founder, David Nasmith. In 2019 we agreed an ambitious strategy. This places a greater intentional emphasis on partnering with churches to envision, engage and equip the Church in its evangelistic cross-cultural urban mission to the least reached and hardest to reach communities of London.

With an estimated 3 million souls living in London largely unaware of the message of eternal hope in Christ, this task is too great for a small band of missionaries, however committed and gifted. So, we have been in ministry conversations with around 5% of the evangelical church leaders in London, particularly those who are based in the most deprived areas where people are most in need of practical help and Gospel hope.

Our missionaries model relational evangelism, working alongside ordinary Christians from London's churches, to resource them for mission. We also provide thought leadership and share models of mission that connect well with certain groups so that we can encourage the evangelical church to develop a culture of intentional Gospel outreach beyond the friends and family of current church members.

London City Mission currently has an annual turnover of approximately £8million, which supports the work of approximately 80 front-line missionaries, 40 Mission associates and 20 short-term placements, as well as our support teams at head office.

We are also blessed to steward a portfolio of over 200 properties used for missional purposes. This includes a number of community-based centres and accommodation for missionaries.

The Mission is currently running a significant operating deficit of around £4m per annum. The financial strategy is to steadily reduce this deficit to nil over the medium term by growing our income and improvements in our operational efficiency.

The Mission has an ongoing programme to realise the value of property assets which are no longer central to our strategy. The targeted gross capital receipt is over £30m which will be used to fund the operating deficit.

The Mission is part way through a programme of modernisation of IT systems. A new finance system, Microsoft Business Central went live at the start of 2024, new property systems are being implemented in the first half of 2024 and a project to replace the CRM system has been commissioned and will run through 2024.

We are now looking to appoint a new Director of Finance, Property and IT to join our Leadership Team and drive innovation and excellence through wise, risk savvy, and entrepreneurial financial stewardship. Working within a passionate team and backed by the support of the Board, this role will be central to us serving and enabling the Church to share the good news of Jesus Christ with London's least reached communities. It's a crucial and exciting time in the history and further development of London City Mission, and through this role the successful candidate will be able to make a difference in London for the salvation of souls and to the glory of God.

If you sense a calling to use your financial leadership expertise in a different context we would love to hear from you.



OUR VALUES

We are passionate about sharing the love of God and good news of Jesus Christ with the least reached in London, and to do this in partnership with churches.

To help us do this, we have developed a set of values which shape the way we work and relate with each other, with the church and with people in the communities we engage with:

ROOTED IN CHRIST

Prayerfully dedicated to doing God's will and living His way, according to His word

CHRIST-LIKE LOVE

Looking not to our own interests but to the interests of others because we are united as brothers and sisters in Christ

GOD-GLORIFYING EXCELLENCE

Pursuing the best that we can be to glorify God and serve each other in all we do

SPIRIT-INSPIRED PERSEVERANCE AND COURAGE

Standing firm, pushing through, paying the price for the sake of Christ and the Gospel





ROLE DESCRIPTION

ORGANISATIONALLY THIS PERSON WILL:

- Report to the Chief Executive.
- Regularly report and liaise with the Chair and members of the Finance and Property sub-committees of the Board.
- Be a member of the Leadership Team (LT) representing all matters relating to Financial sustainability, long-term financial planning, and Property and IT infrastructure related decisions. Other members of the LT include: CEO, Deputy CEO and Director of Training and Mentoring, Director of People and Organisational Development, Director of Ministries, Director of Church Networks, Director of Engagement and Chief of Staff and Company Secretary.
- Line manage 26 staff across finance, property and IT.
- Participate in all Board meetings and Finance and Property sub-committee meetings. Liaise and influence all teams within LCM.

Externally the Director of Finance, Property and IT will regularly interact with leaders and professionals across churches and para-church organisations, London Boroughs, Property developers, consultants, architects, and lawyers amongst others.

MAIN OBJECTIVES OF THE ROLE:

- To lead, manage, develop and support the financial, property and IT teams so they are motivated to perform at high levels and able to ensure the wise and effective spending of available resource.
- To ensure proper, ethical and strategic stewardship of the Mission's financial and physical assets.
- To support the Leadership team and Board through the delivery of suitable financial information and systems in order to achieve the Mission's strategic aims.
- To support Directors and team leaders in developing financial processes, reporting and governance that meets both UK Charity and legal regulatory requirements.
- To lead Leadership Team discussions in relation to the property programme and shape the next 5-year development plan.
- To oversee the agreed programme of property disposals.
- To direct the programme of major property development, negotiating balanced deals with building users and commercial deals with development partners as well as defining and delivering a plan for the mission's retained property assets.
- To ensure that the IT infrastructure, productivity applications and support are in place to support the needs of the Mission.

KEY RESPONSIBILITIES

THE MAIN AREA OF RESPONSIBILITY INCLUDE:

1. FINANCIAL STRATEGY, PLANNING AND CONTROL

- a. Ensure that the Mission's finances, financial controls and financial systems are effectively and efficiently managed to the highest standards and meet all regulatory and audit standards.
- b. In collaboration with the Leadership Team Develop and maintain a clear financial strategy and long-term plan that is consistent with the Board's intent and supports the Mission's strategy.
- c. Oversight of the Mission's plans to ensure alignment with the long-term financial sustainability objective and that annual growth is met by fundraising income, cost management, asset realisation and investment strategy.
- d. Oversee the development of the annual financial plan, bi-annual and reforecasting process. and multi-year modelling.
- e. Own the financial control and reporting of LCM, including management accounting, annual reports, quarterly board reports and performance reporting and analysis including maintenance of all financial assumptions around rents, occupancy, sales and purchases, recruitment, pay and investment yields.
- f. Lead on matters related to tax, treasury management, liquidity, bank relationships and balance sheet management.
- g. Oversight of the provision of accurate statutory financial information ensuring that it is submitted on a timely basis whilst maintaining close liaison with the external auditors.
- h. Be responsible for regulatory and tax returns.
- i. Oversight of the closed LCM organisational defined benefit pension scheme, including considering options for buy-in/buy-out alongside the HR team.

2. PROPERTY DISPOSAL, DEVELOPMENT AND MANAGEMENT

- a. Working with the Property Subcommittee of the board, deliver the agreed property disposal plan ensuring the maximisation of value, smooth negotiations with external stakeholders and fulfilment of the Trustees' fiduciary responsibilities.
- b. Lead the property development planning and implementation process in conjunction with the Trustees and Leadership Team.
- c. Assess and develop options for the future location of LCM headquarters.
- d. Acquire new properties as determined by the Mission's strategic plan and management of short- and long-term tenants including oversight of the refurbishment of the retained estate.

3. IT OPERATIONS AND SYSTEMS

- a. Oversight of the IT infrastructure and support model.
- b. Leadership of the IT systems strategy and implementation.



4. TEAM LEADERSHIP

- a. Lead the Finance, Property and IT team, ensuring that all staff are fully engaged with the purpose, vision, strategy and values of LCM.
- b. Deliver through strong project and programme management of activity and resources.
- c. Agree relevant objectives and ensure all work-plans and activities are well coordinated and aligned with strategy.
- d. Provide regular, open and honest feedback on performance to build on success and to address quickly and effectively areas for performance improvement.
- e. Ensure all members of the team receive timely and honest ongoing feedback as well as annual performance appraisals.
- f. Develop the team, investing in their personal and professional development through coaching and delegation of challenging assignments.
- g. Provide an environment of trust, openness and prayer within the team to foster good two-way communication, risk taking, innovation and growth.
- h. Lead the team in a way that creates and cultivates a vibrant culture, instilling innovation to ensure that the Mission is served with excellence and passion.

5. CORPORATE LEADERSHIP

- a. Provide overall accountability for Finance, Property and IT on the Leadership Team and to the Board and report on performance and progress.
- b. Work collaboratively with other members of the Leadership Team to provide strategic insight and contribute to collective responsibility for success.
- c. Take shared responsibility for the ongoing development of LCM strategy.
- d. Take shared responsibility for creating a united, highly effective Leadership Team.
- e. Work closely with other departments attending (where appropriate) cross-departmental forums to ensure a joined-up approach where consideration of finances is embedded in all planning and relevant activity across LCM.
- f. Lead inter-department project teams to improve joined-up working, effectiveness, and cross-functional collaboration across various aspects of LCM's operations.
- g. Drive culture change, promoting behaviours across LCM that support success in the stewardship of the Mission's finances, property portfolio and assets.
- h. Work closely with the Board and Sub-Committees to achieve a high quality of governance for the organisation.
- i. Be committed to and champion LCM's Vision, Values and Strategy to all audiences.
- j. Exhibit proactive leadership in regards to health, safety and wellbeing within own areas of responsibility.
- k. Ensure compliance with GDPR principles and practice.



6. CHRISTIAN LEADERSHIP

- a. Contribute to the spiritual direction of LCM as part of the Leadership Team.
- b. Be responsible for ensuring LCM's beliefs and values are communicated and adhered to within the Finance, Property and IT teams.
- c. Participate in monthly Team Days, role model commitment to LCM's work, and spend time in prayer and worship together. On occasions to actively take part in leading a session or opening in prayer, as directed by the CEO.
- d. Participate in regular prayer times with members of the Leadership Team.
- e. Lead prayer times and biblical reflection with the Finance, Property and IT Team at least weekly.
- f. Be committed to actively working and living in accordance with LCM's reformed evangelical Christian beliefs.
- g. Be a committed member of a local church
- h. Set Christian standards in the working environment and lead by example.
- i. Maintain own spiritual health, development and relationship with God.

OCCUPATIONAL REQUIREMENT

This post is subject to an occupational requirement that the postholder be a practising Christian under Part 1 of Schedule 9 to the Equality Act 2010.

The Director of Finance, Property and IT leads a team of staff who support missionaries and other LCM staff work alongside with churches to share the Christian gospel to the people of London. The Director of Finance, Property and IT is expected to conduct the business of LCM in line with the Mission's Evangelical Christian ethos. The Director of Finance, Property and IT will represent LCM and must have a willingness to share their personal journey to the Christian faith and the life-transforming message of the gospel, and lead and join in prayer meetings. They will also need to serve the Missionary employees of LCM who work sacrificially because of their Evangelical Christian faith. A full understanding of the Christian ethos which provides the basis for the strategy and objectives of LCM is essential. On this basis, we consider there is a prima facie case that the person appointed in this role be an evangelical Christian. Employees are required to agree to the Mission's Statement of Faith and Conduct.



PERSON SPECIFICATION

We recognise that to be great at your role there are certain characteristics that are important and others that enable a good fit within our existing team and culture.

To that end you will have:

- A deep understanding of financial management and financial engineering that enables you to shape how London City Mission maximises its impact in urban ministry.
- Expertise in identifying, assessing, communicating and taking the right risks.
- The ability to easily build and maintain strong relationships with cross-functional teams.
- A passionate and positive attitude, naturally collaborative, highly organised, willing to take on responsibility outside your role to get the job done.
- Creativity and entrepreneurialism: you are always looking for the most efficient path to reach your objectives, both in terms of colleagues' effort and in terms of cost.
- An ability to accept responsibility and work under pressure and to tight deadlines – with demonstrable skills in managing a busy and varied workload.
- An ability to deliver on time, and on budget with high attention to detail and accuracy.
- Excellent communication skills in order to present financial data and wisdom to non-financial experts in a highly relational working context.
- An ability and presence to represent the organisation to various stakeholders.
- Emotional resilience and the ability to stay fresh and on top of multiple activities.
- A strong desire to churches empowered to share the Gospel with the least reached communities across London.
- An infectious and active Christian faith, passionate about prayer and Bible study with identification with the LCM statement of faith.



YOUR EXPERIENCE

We are believers in investing in talent and potential, however for the best chance of success, experience in most of the following will stand you in good stead:

- Educated to degree level plus a Chartered Accountancy qualification (ACCA, CIMA or ACA or evidence of similar professional qualification).
- A proven track record in a Director of Finance role with additional responsibilities for property and IT in an organisation of similar complexity or role of comparable financial leadership in a larger organisation.
- Strong financial expertise and experience including the ability to analyse proposals and examine their financial consequences, strong understanding of financial controls and statutory obligations, ability to work successfully on a strategic scale – managing people, processes, finances and projects.
- A work history that displays evidence of strong leadership and management expertise and experience.
- Demonstrable experience of developing the strategic opportunities provided by Information Technology and an extensive property portfolio.
- An accomplished team leader with the proven ability to delegate effectively and to build and lead teams.
- Commercial acumen, counting the cost of decisions and applying financial disciplines to how we remain strategically aligned to achieve our vision.
- Experience of working with boards and creating financial presentations that aid board decision-making.

TERMS AND CONDITIONS

The role is full-time and permanent. London City Mission will carefully consider flexible working patterns where possible, though regular physical presence at Nasmith House, 175 Tower Bridge Road will be necessary.

HOURS: Full-time - 40 hours a week. Some weekend working and availability at other locations and outside of normal working hours will be required.

SALARY: Circa £84,000 depending on experience.

Other benefits include: 13.8% employer contribution to pension, Life insurance, 30 days holiday plus Bank Holidays and 3 days ex-gratia during Christmas and New year, Season ticket loan option (following completion of probation for permanent employees), Cycle to work scheme and Regular LCM and team prayer events; monthly whole of LCM team days with worship, teaching, prayer, and updates; and an annual week of prayer in January.





HOW TO APPLY

London City Mission is working with Macaulay Search to make this appointment. Applications should be sent by email to mark.powys-smith@macaulaysearch.com. The closing date for applications is 5pm BST on Friday 26th April 2024.

Macaulay
search •

Your application should comprise:

- A full CV including a full employment history showing responsibilities held and relevant achievements;
- A covering note of not more than one and a half pages summarising your motivation and reasons for being interested in this position.

Please do make mention of your fit with the Christian faith and motivation for London City Mission's mission;

- The names of three referees – two of whom should cover recent years of employment and one of whom should be your church leader. These details will be held in strictest confidence and references will not be sought until later in the process and not without your prior agreement.

THE PROCESS

A selection of candidates will be invited to a first interview via MS Teams on either Thursday 16th or Friday 17th May. Those who are invited to a second interview will also be asked to attend an interview with an occupational psychologist. In addition finalist candidates will have the opportunity to have an informal meeting with the CEO, Graham Miller on Wednesday 22nd or Friday 24th May. A second round of in-person interviews is scheduled for either Monday 3rd or Friday 7th June.

You can expect to hear from Macaulay Search if you have been invited for interview by the end of the day on Thursday 9th May. Thank you for prayerfully considering this role. Please do be in touch with Mark Powys-Smith at Macaulay Search if you have any questions about this opportunity.

APPENDIX: STATEMENT OF FAITH AND CONDUCT

As Evangelical Christians we accept the following doctrines which we regard as crucial to the understanding of the faith, and which should issue in mutual love, practical Christian service and evangelistic concern:

- The revelation of the triune God given in the Scriptures of the Old and New Testaments and the historic faith of the Gospel therein set forth.
- The sovereignty and grace of God the Father, God the Son and God the Holy Spirit in creation, providence, revelation, redemption and final judgement.
- The divine inspiration of the Holy Scripture and its consequent entire trustworthiness, clarity and supreme authority in all matters of faith and conduct.
- The universal sinfulness and guilt of fallen man, making him subject to God's wrath and condemnation.
- The substitutionary sacrifice of the incarnate Son of God as the sole and all-sufficient ground of redemption from the guilt and power of sin, and from its eternal consequences.
- The justification of the sinner solely by the grace of God through faith in Christ crucified and risen from the dead.
- The illuminating, regenerating, indwelling and sanctifying work of God the Holy Spirit.
- The priesthood of all believers, who form the universal Church, the Body of which Christ is the Head and which is committed by His command to the proclamation of the Gospel throughout the world.
- The calling of all Christian people to a life of holiness and prayer according to the Holy Scripture. The expectation of the personal, visible return of the Lord Jesus Christ in power and glory.

