



Job Description -

## **CHURCH ENGAGEMENT OFFICER**

Scotland

## PURPOSE

Working primarily from home, you will play an important role in encouraging and supporting churches across Scotland as they engage with the work and mission of AsiaLink. Through speaking engagements, presentations, conversations with leaders, and prayerful relationship-building, you will help churches gain a deeper understanding of the work God is doing across Asia and invite them to partner with us through prayer, giving, and practical involvement.

A central part of this ministry is growing the number of churches we connect with. At the same time, you will continue to develop and strengthen relationships with our existing partner churches, ensuring they feel appreciated, informed, and encouraged in their ongoing support.

**Job title:** Church Engagement Officer

**Contract:** Permanent

**Salary:** £32,960 FTE

**Hours:** 20-24 hours per week (average)

**Location:** Scotland (ideally Glasgow or Ayrshire but other locations may be considered)

**Benefits:** 5 weeks holiday plus bank holiday allowance; mobile phone allowance; 8% employer pension contribution

## MAIN RESPONSIBILITIES

- Conduct speaking engagements, presentations, conversations with leaders, and prayerful relationship-building to share what God is doing through AsiaLink's projects and to inspire partnership.
- Develop and strengthen relationships with our existing partner churches, ensuring they feel appreciated, informed, and encouraged in their ongoing support.
- Actively seek out new opportunities, initiate contact with church leaders, and build warm, trusted relationships with congregations who may be hearing about AsiaLink for the first time. Conduct occasional visits to project partners in Asia to learn about their ministry and provide supportive fellowship.
- Frequent domestic travel will be required, with evening and weekend work forming a significant part of the role. Some overnight stays will be required.
- Basic administrative and finance tasks as required.
- Contribute to Christian fellowship within the team during staff prayer meetings, team days and retreats.

## PERSON SPECIFICATION

| Skills and qualities   | Essential | Desirable |
|--|-----------|-----------|
| A committed Christian with a heart for global mission and a desire to see churches engaged in God's work across Asia         | Y         |           |
| A confident and engaging public speaker, able to communicate stories, needs and vision clearly                               | Y         |           |
| Proven ability to build and sensitively nurture long-term relationships with diverse individuals, churches and organisations | Y         |           |
| Strong organisational ability, including managing a diary, arranging meetings, and maintaining accurate records              | Y         |           |
| Self-motivated and able to work independently from home, prioritising tasks, and planning workload effectively               | Y         |           |
| Competent in using email, general office software and CRM systems (or willingness to learn)                                  | Y         |           |
| The ability to work as part of a team and take direction   | Y         |           |
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| Experience working in a church or Christian organisation   |           | Y         |
| Familiarity with the Scottish church context across denominations  |           | Y         |
| Ability to gather information and produce clear, compelling reports  |           | Y         |
| Experience communicating impact or project outcomes in a way that engages the head and the heart                             |           | Y         |

This post carries a Genuine Occupational Requirement to be a committed Christian who agrees with the organisation's statement of faith. It is also subject to satisfactory references. Statement of faith: <https://www.asialink.org/about-us/who-we-are>

The successful applicant must:

- have the right to work in the UK
- have a valid UK passport
- have a full, clean UK driving license
- provide their own vehicle (mileage allowance paid)

## HOW TO APPLY

To apply: Submit your CV and a covering letter explaining how you meet the requirements for the role to [jobs@asialink.org](mailto:jobs@asialink.org)

Closing date: 31<sup>st</sup> May 2026

Interviews: June 2026

Start date: 1<sup>st</sup> October 2026