

CYTŪN: Churches Together in Wales

Policy Officer (21 hours a week)

£24,457

Responsible to:

- The CYTŪN General Secretary

Purpose of Role

Promote the witness of the churches through securing regular and timely communication between the churches and the Senedd and Welsh Government and public bodies in Wales, and supporting churches and Christian organisations to take an active part in the public life of Wales.

Key Responsibilities and Related Functions:

1 Keeping CYTŪN's member Churches informed:

- by alerting them to specific Senedd and Welsh Government issues which need to be drawn to their attention
- by preparing regular briefing papers highlighting Senedd and Welsh Government's work programme, current consultations and legislative developments
- by sharing, as required, to Church Leaders and governing bodies
- by supporting the work of denominational public affairs staff and committees
- maintaining the policy and public theology section of the CYTŪN website.

2 Making the work of CYTŪN member Churches known among Senedd members and the Welsh Government:

- by keeping Senedd members, and Welsh Government ministers and officials informed concerning the policies and resolutions of CYTŪN's member churches.

- by helping CYTŪN's member Churches to prepare evidence before Senedd Committees and consultative processes
- by facilitating meetings between CYTŪN Church leaders, Senedd members and Welsh Government ministers and officials
- by assisting CYTŪN local and regional groups and agencies to relate to the Senedd

3. Facilitating joint working between the Churches, Wales' faith communities and Government agencies

- by assisting the Inter-Faith Council fswyddog polisiol Wales in its engagement with the Welsh Government Third Sector Partnership Council
- Assisting the Welsh Government's Faith Communities Forum to engage with issues of public policy relating to faith communities
- through membership of the UK Churches' Legislation Advisory Service and the 'Radar' Group
- through the Laser Group, which the Officer will service
- by liaising with the Scottish Churches Parliamentary Office
- by liaising with CTBI's Church and Society personnel and agencies
- Cytun Wales and Europe Working Group (acting as secretary) and Racial Justice Network (advising)
- Support Property Officers of the churches in working with the Welsh Government and be a member of the Home Office Working Group on Security of Place of Worship

The Policy Officer may be asked by the General Secretary to undertake other tasks than those above as may be agreed with the Board of Trustees.