

LEVEL UP!

Join other Church Administrators holding responsibilities like yours, all facing the same challenges, all seeking to help their church 'level up'.

The 2015 Cutting Edge national residential conference

for senior manager Church Administrators on the themes of...

*changing church,
dynamic data*



Speakers and Chaplains



Rebecca Stewart



Pete Worthington



Jon Winter



Sara Batts



Nick and Lois Cuthbert

Level up!

Cutting Edge conferences are open to all members of UCAN whose jobs fall within the 'senior manager' category and any other members with a specific interest in the topics covered. The 2015 conference will help us 'level up' in two aspects of our work.

1: Changing church

Change is a necessary part of growth, but it can present major challenges to our structures, teams and culture. Rebecca Stewart will share the experiences of Holy Trinity Brompton as it has grown from a local parish church to a global organisation with Alpha International.

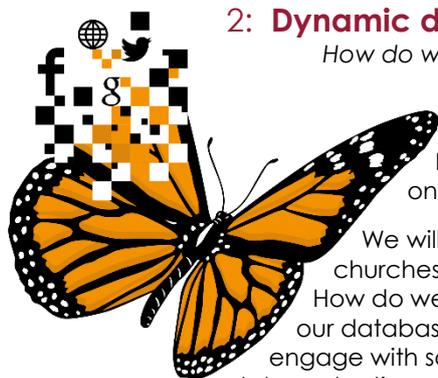
Having the right team in place makes all the difference! Bringing about change often requires a change in behaviour. We shall consider building a team of staff and volunteers to support change agendas, looking at five characteristics of Jesus' leadership style.

As Church leaders what is our role in bringing about change? How do we do this with a less than perfect team? We shall tackle the challenges of finding the right team, training your team, empowering them to be the best they can be, protecting them and, most importantly, envisioning them.



2: Dynamic data

How do we marry web technology and data to make it work?



Use of web technology and the Internet are expanding rapidly all the time. Facebook, Twitter, Snapchat, Mailchimp, Instagram, Linked In, YouTube, Pinterest, the list goes on. There are so many online tools and websites for connecting with people and data.

We will take a fresh look at the role web technology has to play in our churches and the challenges we face as Church and Operations Managers. How do we navigate the issues but maximise the opportunity? Do we open up our databases? How do we better connect and communicate? Should we engage with social networking and, if so, how? And what about confidentiality, data protection and trusting 3rd party providers?

The aim of our sessions is not to solve all the issues but to provide practical perspectives to equip you for the journey. In addition to our **main presentations** there will be a range of **practical workshops** within these two themes, **biblical input** on a passage of specific relevance to your work, and plenty of time to **network** with others.

Our overall aim is that you will be

- **stimulated** to think clearly and strategically on professional issues related to your work
- **informed** by quality speakers, resource information and peer debate
- **challenged** to relate your faith to your work through Bible input and discussion
- **encouraged** as a senior administrator by networking with others in similar roles

and thereby you will be better equipped as a church worker and as a disciple of Jesus Christ.

Your hosts at King's Park

Sally Dowell
Brian Howells
Julian Mander
David Moss
Mark Parsons
Margaret Proud
John Truscott

Church Co-ordinator at St Mary's, Upton, Wirral
Treasurer and Operations Manager at Holy Trinity, Claygate
Operations Manager at Riverside Church, Birmingham
Church and Centre Manager at Chessington Evangelical Church, Surrey
Operations Manager at Christ Church Clifton, Bristol
Operations Manager at Emmanuel, Northwood
UCAN National Co-ordinator

Speakers and chaplains



Rebecca Stewart joined the staff at HTB and Alpha International twelve years ago and over this time has had to manage considerable change programmes. She was appointed Group Chief Executive in January 2014.

Before joining the staff, Rebecca spent ten years working in the City, initially in banking and consulting with HSBC and Ernst & Young and later as a head-hunter, heading up the finance practice for a leading international executive search firm.

Rebecca is married to Alex, and they have two children Isaac and Kitty.

Pete Worthington is someone who loves to connect ideas, technology and people and is well placed to stimulate our thinking on data in a digital age. In 2004 he set up Worthers, a web solutions company helping many organisations.

He has also launched *Living Generously*, a non-profit project that encourages people to make lifestyle choices to use their resources in positively changing other people's lives. He serves on the 24-7 prayer movement's Council.

Pete is married to Kate and has a son, Nathan. Pete & Kate are part of the leadership team of Living Waters Church in Clevedon near Bristol.

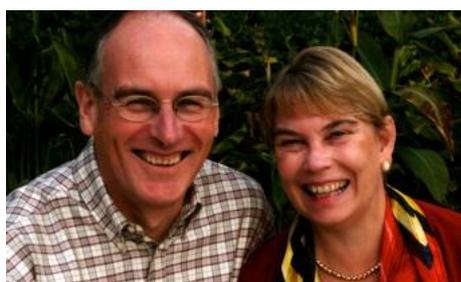


Jon Winter comes from an untraditional perspective of web development, with a business background combined with over ten years' experience in web development (specialising in user psychology, interface design and accessibility).

Jon's passion comes from supporting individuals and organisations in creating new and improved ways to use the web. His experience stretches from working with globally recognised brands to local churches. He enjoys finding ways to improve the use of technology in the sports industry.

Sara Batts completed her PhD in 2013 - investigating churches' use of the internet. As a qualified librarian she has a keen interest in the way churches use and manage data, and as a regular user of social media she longs to help communities get the best out of online tools.

Sara is a Research Associate with CODEC at St John's College, Durham. She has contributed to the Christian New Media Conference and social media training. Sara, a Greenbelt speaker, is now an ordinand at Westcott House, Cambridge.



Nick and Lois Cuthbert, our Chaplains, have lived and worked in Birmingham for the past 41 years. In 1984, along with three other couples, they founded Riverside Church and handed that over several years ago to younger leaders.

Nick is involved in teaching, leadership training and evangelism in a variety of places both here and overseas. His passion, as well as helping people come to faith, is trying to come to terms with the huge changes taking place in society and helping churches to find new ways to engage in mission.

Lois is a life coach, mentor and spiritual director and does some speaking and travelling with Nick. She is in the middle of writing a book of their story.

Nick has written several books including *Church on the edge* and, most recently, *How to survive and thrive as a church leader*. For three years they have been running learning/leadership communities for a whole range of churches under the title of 'Lead Academy'. Nick is a lay canon of Birmingham Cathedral. They both love walking, the cinema and good food and wine shared with friends.

Other speakers and workshop leaders

Sam Lewis is Operations Manager at Mosaic Church, Leeds. Jules Morgan is Director of Operations and Development at St Stephen's Church, Twickenham. Colin Rye is Executive Pastor of Christ Church, Virginia Water. Julian Mander is Operations Manager of Riverside Church, Birmingham.

Programme

Monday afternoon/evening – Changing church theme

- from 12.15 pm. Arrive and registration
- 1.00 Lunch
- 2.30 Introductions
- 2.45 Opening worship
- 3.00 **Changing church session 1**
Growing a church in a changing world Rebecca Stewart
 Tactics and strategies for churches
- 4.15 Tea
- 5.00 **Changing church session 2**
Building a team to change the world Rebecca Stewart
 Growing teams of staff and volunteers – followed by time to network
- 6.45 Dinner
- 8.00 **Changing church session 3**
Practical case study Sam Lewis, Operations Manager of Mosaic Church, Leeds tells the exciting story of one church's change to multi-site
- 9.15 Informal discussions into the night...

Tuesday – Dynamic data theme plus workshops

- 8.00 am. Prayer for the day
- 8.30 Breakfast
- 9.30 **Dynamic data session 1**
Marrying web technology and data 1 Pete Worthington and Jon Winter
 Taking advantage of the opportunities and navigating the obstacles
- 10.45 Coffee
- 11.15 **Dynamic data session 2**
Marrying web technology and data 2 Sara Batts
 Helping you decide how social media could work in your unique context
- 1.00 pm. Lunch and some time for a short break
- 3.00 **Space for personal planning and quiet reflection**
- 4.15 Tea
- 5.00 **Workshops 1** (see list on next page)
- 6.45 Dinner
- 8.00 **Workshops 2** (you have a choice of two topics)
- 9.15 Informal discussions into the night...

Wednesday morning – Our role and service in Christ's church

- 8.00 am. Prayer for the day
- 8.30 Breakfast
- 9.30 **The life and work of a senior Administrator session 1**
Bible input and application Nick Cuthbert plus group discussion
 A passage or theme of direct relevance to Administrators
- 10.45 Coffee
- 11.15 **The life and work of a senior Administrator session 2**
UCAN's vision – case studies – informal Communion
- 1.00 pm. Lunch and depart from 1.45 pm.

Tuesday workshops

Five topics run over two sessions on Tuesday. A & B support the Monday theme, C & D the Tuesday morning theme, and E affects us all. Each will run once or twice, depending on demand.

A: Transition – staying steady during the in-between phase *Jules Morgan*

Once any planned-for change goes public and your teams and congregation know 'things are changing' then you're in the tricky transition phase! Using a case study of changing Sunday service worship times, we'll explore the themes of how churches respond emotionally to change and how to recognise and avoid the obstacles that threaten to trip us up.

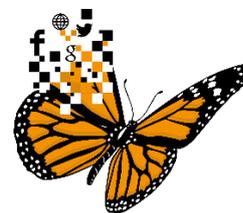


B: Something different for a change? *Colin Rye*

Sometimes making a change can seem so simple but when people, management structures and governance are involved the seemingly simple can quickly become unexpectedly complex. Based on a real-life church scenario, we'll examine the origins of one specific change, what was and wasn't foreseen, what was managed well and what might have been managed better.

C: Web technology and data *Pete Worthington and Jon Winter*

The workshop follows up the Tuesday sessions with plenty of opportunity for interaction. We want to learn from each other, share our experiences, what has worked, what hasn't and how can we avoid pitfalls others have made. Maybe there are specific areas you are grappling with or maybe you want the confidence to implement your ideas and move forward.



D: How to dig for gold *Julian Mander*



Learn how to refine the raw data you have as a church into invaluable insights for your pastoral team. Using nothing more than free or readily available tools, help your pastoral team off the starting blocks and increase the effectiveness of the care you want to show your church.

E: Keeping spiritually strong in the midst of constant change

Lois and Nick Cuthbert

How can we maintain our own discipleship in the busyness of our church ministry and the constantly changing environment we have to work within? A pooling of practical ideas guided by some wise advice from our chaplains for the conference.



Jesus Christ as Lord

This is a professional conference designed to enhance our skills in key areas of our work. But we meet together as Christians of different denominations and traditions who want to follow Jesus Christ as Lord.

Our opening and closing sessions will include times of praise and prayer, we shall close with an informal Communion service, and we shall arrange informal times of intercession before breakfast each day. We also hope that people will feel able to pray in twos and threes for issues in their home and work environments as they wish.

Nick and Lois Cuthbert (together or singly), our Chaplains, will be available throughout for confidential discussion, advice and prayer on anyone's personal discipleship, work relationships or family pressures. We hope you will make use of this special opportunity.

UCAN now runs an annual Cutting Edge event for 'senior manager' Church Administrators. We alternate a day-event (as in 2014) with a residential. The first residential was held at High Leigh in March 2011. UCAN also runs regular Area Training Days around the UK for all Church Administrators.

King's Park Conference Centre

We have again chosen King's Park for its central location in the country and closeness to the M1 and A14/M6. King's Park is a modern purpose-built conference centre, run by the Christian group, Action Centres UK. It is on the northern outskirts of Northampton with a park and open countryside within easy reach. There are regular trains to Northampton from London Euston and Birmingham and we aim to arrange transport from the station.



Our accommodation will be in single en suite rooms with WiFi available across most of the site.

There are superb on-site sports facilities with climbing, squash, archery, tennis courts, etc. at the adjoining Benham Centre. See <http://www.actioncentres.co.uk/kings-park>. Information about booking in advance for sports will be provided in the pre-conference mailing. We qualify for members' rates.

Cost and booking

The conference costs **£249 for single en suite accommodation.**

Early-bird discount

If full payment is received by 30th November 2014 you pay only **£224 – the same price as in 2013!**

The fee breaks down as about 50% for accommodation, 25% for speakers' fees and expenses, and 25% for staff and organising costs.

To book

Please print off and complete the application form on the next sheet. A non-returnable booking fee of £25 is payable now and you will be asked for the balance in January 2015 if you have not paid it earlier. Your full fee will be receipted by email and is non-returnable after 1st February 2015.

UCAN National Co-ordinator and Conference Secretary

John Truscott, 69 Sandridge Road, St Albans AL1 4AG

T +F: 01727 832176 E: john@john-truscott.co.uk W: www.church-administrator.net

Comments from delegates at Northampton in 2013

Here are some of the comments we received after the last Cutting Edge residential in 2013:

- *Sublime - awesome - did the impossible in surpassing the previous residential*
- *The quality of sessions was so high*
- *Really great how throughout we have had biblical application and principles interwoven*
- *Excellent conference - I feel better equipped and empowered to continue with my role*
- *Superb input, a good venue and lots of valuable networking*
- *Fired me up to strive harder for excellence rather than accepting things will never be like that*

The Organising Group have put together a programme that we hope will be of great interest and relevance to all 'senior manager' Church Administrators and we are thrilled to have such top-rate speakers. Don't miss this great event!

If you know of other senior Administrators who are not yet members of UCAN (check them out on the online database), please encourage them to join (at <http://www.church-administrator.net>) and then book for this event too. Thank you!

CUTTING EDGE – King's Park 2015 Booking Form

Residential conference for 'senior manager' Church Administrator UCAN members

Please return this form to John Truscott, 69 Sandridge Road, St Albans AL1 4AG, or fax to 01727 832176 or scan/email to john@john-truscott.co.uk.

Your non-returnable booking fee of £25 can be enclosed by cheque, sent by BACS to account John Truscott 00244953 at Lloyds St Albans branch 30-97-25, or pay by credit/debit card or account via Paypal from <http://www.john-truscott.co.uk/Contact/Payment>. The balance is payable by 1st February 2015. To qualify for the early-bird special price of £224, full payment needs to have been received by 30th November 2014.

This event is open to UCAN members in the 'senior manager' category. If you would like a second member of your church to come with you, or if you are a UCAN member but not in the 'senior manager' grouping, please first check with John. If you are not yet a UCAN member, please join at <http://www.church-administrator.net>.

Yes – please book me in!

Christian name + Surname (as you would like it to appear on your name badge)

Church name + Town

Your post title

Any changes to your postal address, email or telephone from what we already hold for you

Any special accommodation or dietary requirements

Details of any musical input you can offer for our opening and closing worship times

Your choices of workshop (you will be able to attend two of these – insert the relevant letters)

1st choice 2nd choice and, in case necessary: 3rd choice

I am paying the non-returnable booking fee of £25 / full fees of £249 (£224 if received by 30.11.14) by cheque (payable to John Truscott) / BACS transfer (as above) / Paypal (delete as appropriate).

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

Administrative use:

No Ack Dep Bal

W/S Notes