

**Wyc|iffe
Bib|e
Trans|ators**

**Information
for
Prospective
Candidates** | **Director
for
People**

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Note from James Poole, Executive Director at Wycliffe



Thank you for your interest in this pivotal role at Wycliffe.

Wycliffe Bible Translators is one of the UK's leading mission organisations. We have grown significantly in recent years, and are putting in place ambitious plans to further accelerate growth and impact. The new Director for People will play a vital role in enabling this, as part of our leadership team and working closely with me.

We're looking for someone genuinely passionate about helping mission partners to thrive and work effectively. These are the people (who we call 'members') sent by their churches, and raising prayer and financial support, to serve in Bible translation ministries. With around 250 members serving with us, a key pillar of the role is to help them flourish. This is achieved through both our direct relationships with them, and by seeking to shape the HR environment of the partner organisations they serve.

Combined with this, a second key pillar is to lead the people strategy for our operational staff team, most of whom work remotely. Wycliffe was recognised in 2025 in the Sunday Times 'Best Places to Work' list, with key highlights being that our team are happy at work, have good relationships with peers and managers, feel heard, trusted and purpose driven, and would recommend Wycliffe to others. But we don't want to rest on our laurels. As we add new people to the staff team (currently 65 people) in coming years, it will take further innovation to deliver our approach to work – that we work together, we serve others, we get things done, and we keep getting better.

This role is genuinely exciting. As a growing organisation within rapidly evolving global networks, we're not looking for someone to simply maintain the status quo, but a visionary leader who can attract, develop and retain talented Christians with the competence, character and heart for our work. We're committed to getting the right people in the right roles, equipping them well, and seeing them flourish. You'll have the freedom to challenge our existing approaches and implement bold new initiatives to make Wycliffe the mission organisation of choice to serve with.

We're made up of all sorts of people, from members who may give 40+ years of their life to serve overseas, to occasional volunteers speaking in churches, to employees and contractors and everything in between. This mission-critical role has the joy of ensuring each of these groups of people have what they need, providing best-in-class care, training and support in their different circumstances, and bringing them all together to glorify God through the work of Bible translation.

Wycliffe is a Christian mission organisation so wholehearted agreement with our statement of faith, and commitment to our values, is essential. Beyond that, however, I'm open-minded about the background and experience you bring. What matters most is your ability to think strategically, communicate compellingly, and inspire our talented, dedicated team.

If you're excited about making God's word more widely available, share our drive for excellence and innovation, and believe you have the skills and vision to transform how we work with people, grow our culture, review operating models, and contribute to and influence the shape of the global Bible translation movement, then please do apply. The search process is being managed by the team at Carnelian, but if there are specific things that you'd like to discuss with me personally, then please don't hesitate to get in touch directly. I'd be delighted to discuss this opportunity with you further.

James Poole
Executive Director, Wycliffe Bible Translators





Note from Abigail Marthinet-Glover, Consultant at Carnelian

It is a privilege to be partnering with Wycliffe Bible Translators in the search for a new Director for People & Culture.

It is easy to take God's word for granted. For many of us, multiple translations sit on our bookshelves. For 1.5 billion people around the world, that remains out of reach.

Wycliffe Bible Translators has a rich and remarkable history, yet their work is far from done. With over 4,000 languages in active translation and more than 500 people groups still waiting, this is a pivotal moment — one that requires visionary leadership to match the pace of change.

With the current postholder retiring, Wycliffe are looking for a Director for People who can help them seize it. For a seasoned HR leader with a genuine heart for global mission, this is a rare opportunity.



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| About Wycliffe

Wycliffe Bible Translators is a Christian mission organisation dedicated to making the Bible available and accessible to everyone, everywhere, in the languages which speak to them best.

Currently 1 in 5 people worldwide are still waiting for the Bible in their language. This is a fundamental barrier to world mission and church growth. Wycliffe longs to see a world where everyone can know Jesus through the Bible.

Wycliffe's strategy for Bible translation is to equip local churches and communities to produce their own translations within integrated programmes which equip people to read and use the Bible as it is translated, to maximise impact. Wherever possible, this is achieved by building locally-owned translation organisations around the world, supporting them to meet local needs. Focussing on capacity and skills transfer in a partnership approach avoids creating unhelpful dependencies and accelerates progress.

Founded in 1953, Wycliffe works primarily within two global translation networks, the Wycliffe Global Alliance and SIL Global, comprising over 5,000 people, and is the largest Bible translation organisation outside the USA. Wycliffe's 250 members serve in a wide range of ways, from frontline trainers in translation programmes through to global leadership roles. The majority live in the UK; others live around the world, including some high risk contexts.

Globally, there has been a marked acceleration in Bible translation in recent years, with increased funding and new translation methods. Today, there is a sharpened focus on localising leadership, empowering national partners, building in-country capacity, and adapting the overarching workforce model to meet the challenges and opportunities of the new season.

The evolving model of ministry means that fewer new people are being sent overseas. At the same time, the focus of the work is shifting from the production of first translations to ensuring quality and accuracy – including revisions and replacements – together with the vital Scripture Engagement work. Developing a 'bench' of various experts, who can provide focused and time-limited support to programmes and partners, acting like a consultancy service to build capability globally, will be an important part of that change.

This is an exciting time to be part of Wycliffe's work.

| The role

Reporting to the Executive Director, the Director for People is a pivotal leadership role for the whole organisation, with particular responsibility for shaping people strategy and culture. Other members of the Leadership Team are the Deputy Chief Executive (with responsibility for Church and Supporter Relations), the Director for International Partnerships, and the Director of Finance & Corporate Services.

Key priorities for the Director for People include:

- Providing strategic vision and leadership for Wycliffe's People agenda, aligning with the organisation's mission and goals
- Strengthening care and support for our 250+ members and volunteers based around the world, including mobilisation, lifelong learning, and effective deployment
- Overseeing the full spectrum of HR functions, including recruitment, talent development, performance management, and staff relations for Wycliffe's 65-strong staff team
- Lead and shape a positive, prayerful, Christ-centred organisational culture in which all our people (staff, volunteers and members) thrive; a culture which:
 - fosters trust, collaboration and accountability
 - promotes wellbeing
 - focuses our people on learning, growth, and continuous improvement
- Collaborating with international partners to ensure consistently high-quality people practices
- Serving as a trusted expert advisor to the Executive Director and leadership team on all people-related matters, with the ability to challenge and influence constructively

| The team

The Director for People is supported by an established, capable team (numbering about 20 people), covering the following areas:

- Member care
- Third Culture Kid care
- HR (operational staff)
- Mobilisation
- Volunteers
- Events (internal) including monthly staff gatherings
- Learning and Development
- Retired members





The candidate

The successful candidate will be a seasoned People professional with a track record of success in a leadership role. You will bring:

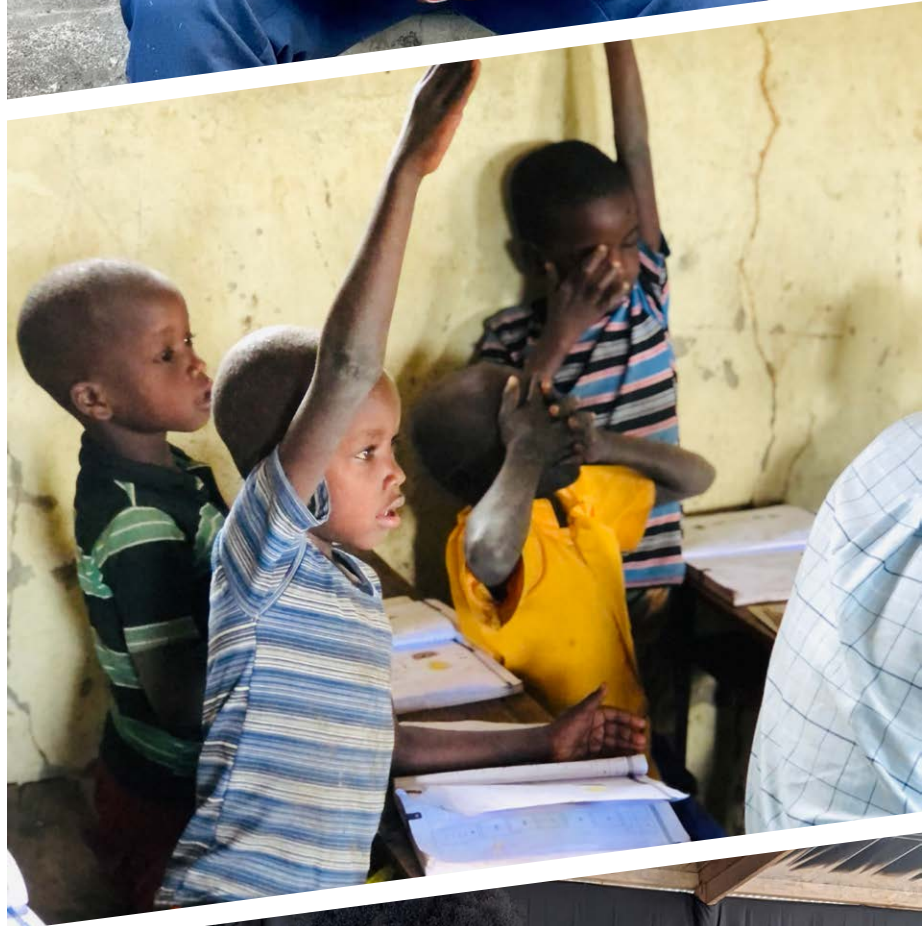
- A deep personal faith and commitment to Wycliffe's mission, with a heart for supporting global workers and their families
- Robust HR expertise and commercial acumen to drive organisational effectiveness and stewardship of donor funds
- Exceptional interpersonal and communication skills, adept at navigating cross-cultural issues, with the ability to influence at all levels
- A strategic mindset, with the ability to craft and drive operational plans
- A change leader, experienced in guiding organisations through transformation and adapting to evolving mission, workforce and operational demands.
- Proven team leadership experience, able to build and develop high-performing people functions, setting direction and vision for the team
- Strong data and analytical skills to leverage insights for decision-making and reporting to the Board.

The location

Wycliffe operates on a primarily remote basis, with staff based across the UK – and in a few cases, beyond. The Director for People will be expected to attend monthly in-person staff gatherings, monthly leadership team meetings, quarterly board committee (or full board) meetings, and an annual 24-hour staff residential. These are typically held in the Oxfordshire/Chilterns area (e.g. Oxford, High Wycombe). Some international travel will also be required (approximately three or four trips per year) to visit Wycliffe members and partner organisations.

The package

- Salary £70,000 - £80,000
- 33 days' annual leave, including bank holidays and Up to 5 days extra leave to serve on the board of an external organisation
- Employer pension contributions up to 7.5%
- Fully employer-funded life assurance
- 24/7 employee assistance programme
- Family-friendly employer
- Monthly in-person team days (expenses covered)
- Work from where you do your best work: from home, our Oxford office, or elsewhere
- Fully paid-for professional development opportunities.



| Applying your Christian faith

Wycliffe Bible Translators has distinctively Christian strategic goals and operates with distinctively Christian values, motivated by our shared spiritual concern for people to know Jesus through the Bible. Under the Equality Act 2010, it is an Occupational Requirement of this role that you have a clear, personal commitment to the beliefs set out in Wycliffe's Statement of Faith and Doctrinal Position Statement. Each working day will involve collective prayer together with shared reflections on the Bible.

We will actively encourage and expect you to apply your Christian faith to this role.

This includes:

- Contributing to and leading daily devotions (this can be for the whole staff team or smaller, departmental groups)
- Participating in daily prayer meetings
- Committing to pray for the work associated with this role, your direct reports and closest colleagues
- Working in such a way as to reflect biblical principles of leadership and service
- Applying biblical principles of godly stewardship to operational responsibilities
- To be open and obedient to God's voice and direction in relation to any strategic matter and to always seek his will above all else.

