



Diocesan House Resource Directory

(Who to contact about what)

Now you are the body of Christ, and each one of you is a part of it. And in the church God has appointed first of all apostles, second prophets, third teachers, then workers of miracles, also those having gifts of healing, those able to help others, those with gifts of administration... (1 Corinthians 12:27-28 NIV)

Within this brief directory you will find those people who are able to serve the Church of God in Canterbury Diocese through the use of their gifts of administration. It is my hope that you will find help you need as you go about the service of Christ in your parishes.

Julian Hills (Diocesan Secretary)

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Reception & Hospitality

Unless otherwise stated, all staff can be contacted via the Diocesan House Switchboard on **01227 459401**

Reception & Hospitality Manager

Responsible for the hospitality and office management of Diocesan House and the diocesan offices at the Old Palace

Cordelia

csain-ley-berry-gray@diocant.org

Sain-Ley-Berry-Gray

Ext: 276

Receptionist & Office Assistant

Wendy Hudson

whudson@diocant.org

Events and Training Coordinator

Pip Tanton

ptanton@diocant.org

Ext.277

Chris Anthony

canthony@diocant.org

Ext. 275

Senior Team

Diocesan Secretary

Has line responsibility for all members of diocesan staff but specifically provides synodical and diocesan governance and leadership of the financial, property, HR and communications function.

Julian Hills

jhills@diocant.org

Ext. 271 (Victoria Greatorex)

PA to the Diocesan Secretary

Victoria Greatorex

vgreatorex@diocant.org

Ext. 271

Changed Lives – Changing Lives Strategy

Strategic Programme Manager

Colin Evans cevans@diocant.org
Ext 282

Project Manager (part-time 1 day per week)

Simon Marsh smarsh@diocant.org
Ext. 233

Human Resources (HR)

HR Advisor (1 day per week)

Tessa Metcalfe csain-ley-berry-gray@diocant.org
Ext: 276

HR Assistant (part-time)

Kefi Culkin kculkin@diocant.org

Finance & Gift Aid

Director of Finance

Heads up the Diocesan Finance Department in providing information and advice to the Boards of Finance and Education, other Diocesan bodies and to deaneries and parishes.

Doug Gibb dgibb@diocant.org
Ext 290

Financial Controller

Daniel Proctor dproctor@diocant.org
Ext. 293

Assistant Accountant (Financial Analyst) Part time

Clare Larter

clarter@diocant.org

Ext. 292

Assistant Accountant (Management) Part time

Sara Clarke

sclarke@diocant.org

Ext. 295

Gift Aid Assistant

Alexis Stuart-Young

astuart-young@diocant.org

Ext. 296

Finance Team Administrator (Part-time)

Louise Mills

lmills@diocant.org

Ext.

Communications & IT

Director of Communications

Provides advice to parishes for working with the media and acts as Press Officer for the Bishop and Diocese. Editor of Outlook magazine and Ebulletin. Manages website content.

Anna Drew

adrew@diocant.org

Ext. 273

Communications Officer

Nadine Miller

nmiller@diocant.org

Ext 283

Communications Assistant

Assists Anna in her role. Updates online directory, manages Calendar of Intercessions, updates Diocesan website.

Ext. 275

Safeguarding

Safeguarding Administrator

Karen Carolan-Evans kcarolan-evans@diocant.org
Ext. 278

Safeguarding Trainer (Part-time)

SJ Martin smartin@diocant.org
Ext. 279

Safeguarding Advisors

Fiona Coombs 07548232395
fcoombs@diocant.org

Paul Brightwell 07398009951
pbrightwell@diocant.org

Property Services

Strategic Property Director

Sarah London slondon@diocant.org
Ext 280

Property Administrator (part time)

Kelly Burnell kburnell@diocant.org
Ext 281

Canterbury Diocesan Enterprises (CDE)

Care of churches, church buildings, parsonages & Benefice property.

Kevin Tucker 01795 892238
ktucker@diocant.org

Local Church Development

Mission & Growth Adviser

Works with deaneries to develop mission action plans. Provides 'Mission Shaped Ministry' training and organises biannual Creative Mission Forums.

Steve Coney

sconey@diocant.org

Ext. 234

Pastoral Secretary (Part-time)

Supports the Diocesan Mission and Ministry team in fulfilling its legal obligations with regard to Pastoral reorganisation matters.

Nigel Collins

ncollins@diocant.org

Ext. 233

LCD Administrator

Sarah Lucas

slucas@diocant.org

Ext. 232

Stewardship & Funding Adviser

Provides advice and support for parishes in stewardship and giving programmes, capital fundraising, legacy fundraising, Friends' groups, digital giving and gift days, and anything relating to stewardship, giving and funding. Also the first point of contact for any queries relating to Mission Resource Grants.

Liz Mullins

lmullins@diocant.org

Ext. 235

Licensed Ministries

Director of Mission and Ministry and Ministry Development Officer

Organises clergy ministry development reviews. Provides training for Clergy and Readers (sometimes open to others) and administers the Continuing Ministerial Development Fund (CMD).

Neville Emslie nemslie@diocant.org
Ext. 242

Warden of Readers (part-time)

Nigel Collins ncollins@diocant.org
Ext. 244

Local Ministries & Growth Adviser

Resources local churches, supports local, ministry training, convenes the Discipleship and Spirituality Resource Group and works with deaneries to develop mission action plans.

Peter Ingrams pingrams@diocant.org
Ext.230

Development, Training & Events Coordinator (LMF & LCD)

Marianne Hambrook mhambrook@diocant.org
Ext. 243

Administrative Assistant

Lynne Preston lpreston@diocant.org
Ext. 236

Diocesan Director of Ordinands (DDO) & Vocations Officer
Responsible for the discernment of vocations generally with specific remit for encouraging and supporting those considering ordination.

Joss Walker jwalker@diocant.org
Ext. 240

PA to the DDO
Jac Town jtown@diocant.org
Ext. 241

Communities & Partnerships

Director of Communities & Partnerships & Rural Life Adviser
Jonathan Arnold jarnold@diocant.org
Ext. 260

Executive PA to the Director of Communities and Partnerships & Framework Administrator
Kathryn Janman kjanman@diocant.org
Ext. 261

Partnership Development Officer, Communities and Partnerships (part time)
Karen Adams kadams@diocant.org
Ext. 262

Kent Refugee Project Officer
Domenica Pecoraro dpecoraro@diocant.org
Ext. 264

Together Canterbury Development Worker
Keith Berry kberry@diocant.org
Mobile: 07834573668

Rural Business Chaplain

Revd. Chris Hodgkins chodgkins@diocant.org
Mobile: 07801898218

Care of Churches Officer

Repair works or alterations to church buildings.

Edmund Harris eharris@diocant.org
Ext. 265

Admin Assistant to Property and Care of Churches

Charles Josefson cjosefson@diocant.org
Ext.263

Children, Schools & Young People

Director of Education

Ensures that statutory duties of the Diocesan Board of Education (DBE) are carried out and responsible for leading its strategic work with children, young people and schools (CSY).

Quentin Roper qlroper@diocant.org
Ext. 250

Faith & Nurture Adviser (part-time)

Ronni Lamont rlamont@diocant.org
Ext. 258

School's Officer (Assets, Projects & Legal)

Responsible for church school organisation initiatives including academy conversion policy and processes, as well as buildings and capital projects.

Robyn Ford rford@diocant.org
Ext. 254

Deputy Director of Education, School Effectiveness

Support / advice to schools regarding distinctive leadership, learning, policy and behaviour.

Niki Paterson

npaterson@diocant.org

Ext 252

School's Officer (Christian Character)

Rebecca Swansbury

rswansbury@diocant.org

Ext. 256

Diocesan Children & Young People's Adviser

Guidance and resources to help the development of a vision and strategy for ministry amongst children and young people.

Position Vacant

Education Executive Assistant

Financial administration for the activities of the DBE and associated companies. Manages administrative support and event organisation within the CSY team.

Rosemary Fletcher

rfletcher@diocant.org

Ext. 251

CSY Administrator (part-time)

Administrative support to the CSY team particularly governance and admissions.

Eunice Thorpe

ethorpe@diocant.org

Ext. 257

Children & Young People's Ministry Administrator

Administrative support to the CSY team particularly the Children and Young Peoples Adviser.

Vacant

Children's Missioner (Not based at Diocesan House)

Works with Children and young people in schools, at Messy Church, and at special events including residential and camps.

Graham Nunn (Church Army) gnunn@diocant.org

Youth Hubs Project Leader, Sittingbourne

Design, development and leading of the pilot Youth Hub, based in Sittingbourne, reaching local young people.

Louisa Ley lley@diocant.org



Diocese of Canterbury
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**Diocesan House, Lady Wootton's Green,
Canterbury, Kent CT1 1NQ**