



THE CHURCH
OF ENGLAND

Diocese of St Edmundsbury
and Ipswich

Role Description signed off by: Archdeacon of Suffolk

Date: November 2019

To be reviewed 6 months after commencement of the appointment, and at each Ministerial Development Review, alongside the setting of objectives.

1 Details of post	
Role title	Rector of Ashbocking, Boulge, Burgh, Clopton, Grundisburgh, Hasketon, Otley and Swiland and Priest in Charge at Culpho (and Rector Designate following the completion of the agreed pastoral reorganisation).
Name of benefice	Carlford
Deanery	Woodbridge
Archdeaconry	Suffolk
<i>Initial point of contact on terms of service</i>	Archdeacon of Suffolk

2 Role purpose
General
To share with the Bishop both in the cure of souls and in responsibility, under God, for growing the Kingdom in this benefice.
To ensure that the church communities in the benefice flourish and engage positively with 'Growing in God' and the Diocesan Vision and Strategy.
To work together as the Rector to this benefice, having regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation.
To collaborate within the deanery both in current mission and ministry and, through the deanery plan, in such reshaping of ministry as resources and opportunities may require. To attend Deanery Chapter and Deanery Synod and to play a full part in the wider life of the deanery.
To work with the ordained and lay colleagues as set out in their individual role descriptions and work agreements, and to ensure that, where relevant, they have working agreements which are reviewed. This involves discerning and developing the gifts and ministries of all members of the congregation.

To work with the PCCs towards the development of the local church as described in the benefice profile, and to review those needs with them. To recognise and value the individuality of each community.
To ensure that a high standard of worship, preaching, and pastoral care is provided.
To work together, as appropriate, with other Christian denominations which have a presence in the parishes and the wider deanery.
Schools
To work closely with the local schools. The diocese is committed to working with both community and church schools and this should be seen as a key part of the priest's role.
Specific tasks and responsibilities
Develop and exercise a local episcopal oversight role, working collaboratively with the ministry team to enable effective and fruitful ministry across the whole benefice.
Working with the parishes, develop a shared vision and plans for Growing in God; encourage lay participation in services; identify and develop people's talents.
Share the Christian faith with people of all ages and work with parishes to widen the age profile of congregations through building on some of the initiatives already implemented.
Teach and encourage an understanding of Christian stewardship across the benefice.
Strengthen and encourage links with young people, families, and other groups of people including the newly retired to help expand outreach, and offer pastoral care and visiting capabilities for those in need such as the elderly, lonely and isolated.
Develop links with Otley / Lightwave / Suffolk Fresh Expression community.
Be willing to contribute to community life in all the villages of the benefice.

3 Key contacts
Generic The PCCs The Deanery Chapter & Synod The Church Wardens The Rural Dean and Lay Chair
Specific Ordained and lay colleagues (those holding the Bishop's licence, office holders and administrative staff) Lightwave Leadership.
Aspirational We are looking for a Rector who: <ul style="list-style-type: none"> • is a warm and friendly welcoming presence in our churches and communities

<ul style="list-style-type: none"> • can enable encounter with God through worship, with people of all ages • puts people at the centre of their ministry, enjoys being with people and taking part in all kinds of community activities • can work with people to explore new ideas and develop existing ones in the light of changing needs and abilities, balancing tradition and newness <p>And who will work with us to :</p> <ul style="list-style-type: none"> • develop Christian life and witness • maintain and develop the children’s work – including work in schools, Messy Church and Just42 and link it together for the whole children and young people’s age-range across the benefice • develop the leadership community, and to ensure there is pastoral care in every parish • maintain and grow house groups • recognise and value the gifts and contributions of committed Christians at whatever age and stage of faith
<p>Supportive The Archdeacon, who will review this role description with you when you are six months into post. The Rural Dean and Lay Chair Diocesan Director of Mission and Ministry</p>
<p>Patrons Lord Chancellor on behalf of The Crown (on this occasion) Bishop of St Edmundsbury and Ipswich and the Diocesan Board of Patronage (jointly on the next two occasions)</p>
<p>Role context and any other relevant information</p>
<p>The diocesan ministry deployment principles affirm an intention to maintain stipendiary clergy numbers if possible, subject to the availability of financial resources, and to develop an understanding of local episcopal oversight ministry and local ministers in parishes ministering in teams or clusters. A key aim of this is to reduce clergy isolation and increase mutual support.</p>
<p>An understanding of the Centenary share process and how it is applied across the benefice and deanery and its importance for the sustainability of ministry across the diocese is fundamental.</p>
<p>The bishops expect and encourage clergy to take their rest days, holidays and regular retreats or similar. Clergy are strongly encouraged to have a spiritual director or equivalent.</p>

4 Benefice Summary	
Parishes	Ashbocking, Boulge, Burgh, Clopton, Grundisburgh, Hasketon Otley, Swilland and Culpho

Churches	Ashbocking : All Saints – Grade I Boulge : St Michael – Grade II Burgh : St Botolph – Grade II Clopton : St Mary the Virgin – Grade II* Grundisburgh : St Mary the Virgin – Grade I Hasketon : St Andrew – Grade II* Otley : St Mary – Grade II* Swilland : St Mary – Grade II* Culpho : St Botolph – Grade II*
PCC	The PCCs seek to work together, to be supportive and effective in mission and growth.
Schools and Colleges	Grundisburgh CP School Otley CP School Easton and Otley College
Churchwardens	12 : Churchwardens for each church except Otley and Burgh
Ministers	2 Assistant Curates (SSM) 2 Clergy with PTO 2 Readers 6 Lay Elders
Buildings	1 schoolroom (Burgh) Use of Parish Room on Wednesday and Sunday (Grundisburgh)
Churchyards (Open or closed)	All 9 are open
Population	Nearly 4,000 across 9 villages, ranging from approx 1600 in Grundisburgh and 676 in Otley to 25 in Boulge
Average Sunday Attendance	Ashbocking : 23; Swilland : 12; Burgh : 12; Boulge : 13; Clopton : 12; Grundisburgh : 66; Hasketon : 15; Otley : 13; Culpho : 14; Messy Church : 12-75
Parish Share	Paid in Full 2018: £63,767; 2017: £70,607 (100%)
Expenses	Reimbursed in full
Resolutions	None
Church Tradition	Middle-of-the-road (but not dull!), with congregation members with backgrounds in a range of denominations; mostly using Common Worship and BCP plus Messy Church

Pastoral re-organisation	It has been agreed that Culpho will join the eight parishes of Ashbocking, Boulge, Burgh, Clopton, Grundisburgh, Hasketon, Otley and Swilland
Presence of other Christian denominations	(Strict) Baptist Church in Otley and Grundisburgh
Presence of other faith communities	Nearest organised communities are in Ipswich (6 miles)