



Role Description signed off by: Archdeacon of Suffolk Date: February 2020

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	Priest-in-Charge
Name of benefice	Athelington, Denham, Horham, Hoxne, Redlingfield, Syleham & Wingfield
Deanery	Hoxne
Archdeaconry	Suffolk
Initial point of contact on terms of service	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 Priest-in-Charge 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 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 community school. The diocese is committed to work 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, the middle aged and newly retired and help to expand outreach, pastoral care and visiting capabilities for those in need such as the elderly, lonely and isolated.
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)
Aspirational Care Homes Parish Councils
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 Archdeacon for Rural Ministry

<p>Patrons Bishop of St Edmundsbury and Ipswich Diocesan Board of Patronage Hugh Finch Soden Lt Cmdr GC Marshall (Deceased)</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>

<p>4 Benefice Summary</p>	
<p>Parishes</p>	<p>Athelington: St Peter Denham: St John the Baptist Horham: St Mary Hoxne: St Peter & St Paul with St Edmund Redlingfield: St Andrew Syleham: St Margaret Wingfield: St Andrew</p>
<p>Churches</p>	<p>Athelington: St Peter – Grade 2* Denham: St John the Baptist – Grade 2* Horham: St Mary – Grade 2* Hoxne: St Peter & St Paul with St Edmund – Grade 1 Redlingfield: St Andrew – Grade 2* Syleham: St Margaret – Grade 2* Wingfield: St Andrew – Grade 1</p>
<p>PCC</p>	<p>The PCCs seek to work together, to be supportive and effective in mission and growth.</p>
<p>Schools and Colleges</p>	<p>St Edmund’s Community Primary School in Hoxne</p>
<p>Churchwardens</p>	<p>Athelington: St Peter - 0 Denham: St John the Baptist - 1 Horham: St Mary - 2</p>

	Hoxne: St Peter & St Paul with St Edmund - 2 Redlingfield: St Andrew - 1 Syleham: St Margaret - 2 Wingfield: St Andrew - 0																
Ministers	1 x Associate Priest (SSM) 1 x Assistant Curate (SSM) PTO Priest 4 Lay Elders																
Buildings	Syleham : Village Hall (on long term lease to a management committee, the church does not have the responsibility of caring for it) Horham : The Church owns The Old School; now the Village Hall (it is run by a separate committee on which the church has 2 representatives)																
Churchyards (Open or closed)	Athelington: St Peter - Open Denham: St John the Baptist - Open Horham: St Mary - Open Hoxne: St Peter & St Paul with St Edmund - Open Redlingfield: St Andrew - Open Syleham: St Margaret - Open Wingfield: St Andrew - Open																
Population	Athelington: 23 Denham: 150 Horham: 270 Hoxne: 889 Redlingfield: 144 Syleham: 200 Wingfield: 300 TOTAL + 1976																
Average Sunday Attendance	Athelington: St Peter - 20 Denham: St John the Baptis – 12 t Horham: St Mary – 18 Hoxne: St Peter & St Paul with St Edmund – 15 Redlingfield: St Andrew – 8 Syleham: St Margaret – 12 Wingfield: St Andrew – 14																
Parish Share	<table border="1"> <thead> <tr> <th></th> <th>Target</th> <th>Received</th> <th>% Received</th> </tr> </thead> <tbody> <tr> <td>2017</td> <td>£56,293</td> <td>£50,016</td> <td>88.85%</td> </tr> <tr> <td>2018</td> <td>£58,521</td> <td>£44,740</td> <td>76.45%</td> </tr> <tr> <td>2019</td> <td>£61,450</td> <td>£52,988</td> <td>86.23%</td> </tr> </tbody> </table>		Target	Received	% Received	2017	£56,293	£50,016	88.85%	2018	£58,521	£44,740	76.45%	2019	£61,450	£52,988	86.23%
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Expenses	Reimbursed in full
Resolutions	None
Church Tradition	Central
Pastoral re-organisation	The benefice is in the process of being suspended with a view to possible future pastoral reorganisation.
Presence of other Christian denominations	Horham : Baptist Church
Presence of other faith communities	None