

Local Ministry Role: A Guide for PCCs

A. Introduction

This document is to help PCCs consider, recommend and work with people in a Local Ministry Role in their own unique settings. This role is not mandatory nor recommended for every benefice. PCC members need to weigh together whether or not the appointment of one or more people to this role will support and enable their mission and ministry in their context.

The attached flowchart shows the steps that need to be taken to advance the process of the appointment of people to this role. At each point there are key questions to answer.

B. Process.

1. Consider

What plans does the PCC have to take the mission and ministry of the parish forward in their unique witness and service? The Growing in God materials (<https://www.cofesuffolk.org/for-parishes/growing-your-parish/growing-in-god-resources/>) are available to help to develop and sharpen the focus around this, and as a result create a compelling narrative around which the church community can gather. This will provide the necessary support to see *a flourishing church in every community*.

Once this plan is in place the PCC can then address the question as to whether this model will help to grow and develop the church in its mission and ministry. How might it work for you where you are? There are a number of benefices who are already working with people in a Local Ministry Role and it would be worthwhile for a designated person from the PCC to find out about them.

What is God's vision for this church over the next 5 years?

How would someone in a Local Ministry Role grow and develop the church's mission and ministry?

2. Communicate

The next step is for the incumbent to contact Revd. Phil Dykes at the diocesan office to take the conversation further.

The incumbent should also begin to communicate this idea to the wider church community, (perhaps in the context of a wider vocational push), explaining what ministries there are nationally and locally for people to grow into, and especially the Local Ministry Role. They should also consider who they think might be suitable in this role. This should be accompanied by an emphasis on praying for the right people to come forward.

Are we ready to go forward with a person in this role?

Who might be the right person?

3. Explore

Once a candidate, or candidates, has been identified they will need to complete the necessary paperwork in consultation with the incumbent. This will then need to be sent to the Revd Phil Dykes at the diocesan office. As part of this the PCC will need to formally approve of the application, providing a written agreement that has been minuted.

The incumbent and the candidate will need to create a role description together which reflects the specific functions the person will be responsible for and engaged in (please refer to the leaflet about this role, available on the website).

Has the candidate's application received a minuted agreement by the PCC?

Has the incumbent agreed a role description with them?

4. Recommend

The applicant will then be invited for a vocational conversation with a member of the Mission and Ministry team to explore their sense of call, their vocation to this role and their training needs.

Following the interview, the department of Mission and Ministry will make a recommendation about the applicant. Either they will encourage them to continue with the process, or they will advise how the candidate might continue to explore their vocation and calling.

Is the candidate ready to talk about their sense of call and vocation to this role?

Do they have a heart for the wider community as well as the church community?

5. Authorise/Support.

If the person is recommended for this role in the local church, they will then need to follow some foundational training for this role. Any further training will be tailored around what the person has done.

The candidate will need to ensure they have a new DBS check against their new role description, and that their safeguarding training is up to date.

Once everything is in place, the person will be commissioned in their local church by a member of the senior staff (key members of the wider community could be invited to be present for this). Church and community members will be given a summary of what the role is about so that they can pray and support them in their work.

Further ongoing training will be offered as part of a cohort of others who have been commissioned for this role across the diocese.

Has the person recommended completed a new DBS for this role?

Is their safeguarding training up to date?

Is the person ready to continue to learn throughout their ministry?

C. Further Questions

If you have any further questions, please contact Revd Phil Dykes in Mission and Ministry at the diocesan office – phil.dykes@cofesuffolk.org .