

JOB DESCRIPTION

New Ministries Lead

Document issue date:	March 31 2021
Location:	Coventry Diocesan Offices, with travelling throughout the Diocese (Coventry and Warwickshire) and beyond.
Salary level:	£18,885 per annum (£37,770 FTE) plus 8.5% Employers Pension contribution with the option to pay into the clergy pension scheme subject to a pro rata reduction in salary to reflect the higher level of pension contribution.
Hours:	17.5 hours (0.5 FTE) This role will require evening and weekend working.

Diversity Statement

As an equal opportunities employer, we particularly welcome applications from Minority Ethnic / Global Majority Heritage (UKME/GMH) candidates who are currently underrepresented in our organisation. All appointments will be made on merit of skill and experience relative to the role.

If you have a disability or long-term illness that otherwise prevents you from meeting any of the essential criteria, please contact us to discuss whether reasonable adjustments can be made.

Role Purpose

Within the Diocesan Mission and Discipleship Team, this post focuses on the growth and development of new ministers, both ordained and lay, as part of the overall Diocesan Strategy.

The main responsibilities are to build a culture of learning and a programme of formation and training which equips those new to formal ministry roles. This will entail providing overall supervision for the training of assistant curates (IME2), lay pioneers, church planters, and their training supervisors, by offering challenging and creative theological formation, with an emphasis on developing appropriate habits of character for Christian ministry leadership, and skills in theological reflection and formation. It also includes ensuring that curates are assessed appropriately to national and diocesan standards in readiness for a post of responsibility or associate ministry, and that lay ministers are appropriately trained to an agreed diocesan standard.

This is a new configuration of this post, and the post-holder will have the opportunity to contribute, within a large, diverse and stimulating team, to the developing new patterns of training as we seek to reimagine mission and ministry for the future.

Context and opportunities

The Diocese of Coventry is committed to a bold and imaginative Mission and Growth Strategy, building on our 'Whole Diocese' approach, which sees the diocese as including Churches and worshipping communities, Cathedral, Schools and Chaplaincies. The diocese is committed to numerical and spiritual growth, and as part of this is seeking to develop 150 new worshipping communities in the next ten years, as well as broadly maintaining the existing structures of Churches and worshipping communities, Cathedral, Schools and Chaplaincies. The growth strategy will be

significantly resourced by fostering more vocations, innovative 'mission led' deployment of clergy and licensed lay ministers, the development of local mission and ministry teams and investing in training resources (including online mission and ministry learning resources via the Equip online learning platform).

Believing firmly that 'All this is from God, who reconciled us to himself, through Christ and has given us the ministry of reconciliation' (2 Corinthians 5.18)

- *our purpose as a Diocese is to Worship God, Make new disciples and Transform communities;*
- *our vision is to nurture healthy churches that become (naturally) growing churches that become (naturally) self-propagating churches;*
- *our approach is to operate as a Whole Diocese of church communities, church schools, Christian chaplaincies and the Cathedral;*
- our six shared objectives (currently viewed through the lens of UKME/GMH and young people) focus our activities:
 - *Making the gospel known throughout the Diocese so that people become followers of Christ.*
 - *Strengthening the health of churches and organisations across the Diocese in the 8 Essential Qualities (8EQs) identified by NCD.*
 - *Enabling the wellbeing, development and flourishing of clergy and lay people across the Diocese.*
 - *Equipping the whole Diocese for the work of reconciliation.*
 - *Promoting life-long Christian education across the Diocese.*
 - *Delivering positive community transformation.*
- *our shared commitment is to work with determination and zeal towards a fuller representation of social, cultural and ethnic diversity of our region in our church communities, visible and participating in the worship, ministry and life of the church.*

The post holder may hold a General License to officiate within the Diocese of Coventry.

The Diocese is also recruiting for some Priest in Charge, 0.5 fte, stipendiary posts (please see our website). If you are interested in also applying for one of these roles, and you meet the criteria for both roles, then they both could be held in conjunction on the basis that someone in ordained ministry and with lived experience of working in a parochial role can bring that experience to the training of new priests. If you are successful in your application for both, then we would link the two roles on a 3-year fixed-term basis. The parochial role would be a Regulation 29 post as an "office designated as held in conjunction with another office or employment". The fixed term will allow us to explore and review how well the linked posts have worked together. A renewal of the DBF New Ministries Lead post would be contractually dependent on the linked parochial role continuing. If any of the roles end then so would the other. Please contact Archdeacon Barry Dugmore for further information.

A demonstrable understanding and commitment to the Mission of the Church of England, being called to proclaim afresh the Christian Faith in each generation is essential. It is therefore an

Occupational Requirement (Schedule 9 part 1 of the Equality Act 2010) of this post to have a committed Christian faith.

Key Relationships:

The post holder reports to the Director of Ministry and Leadership, within the Mission and Discipleship team of the Diocese. The post holder will work closely with the Lead Diocesan Vocations Adviser & Director of Ordinands, the Ministry and Leadership Administrator as well as the Director of New Worshipping Communities. Other key relationships within the Diocesan Team include the Lay Discipleship Development Lead and Intercultural Mission Enabler, and other colleagues in the Diocesan Offices, especially the Archdeacon Pastor, the HR Adviser and the Director of Finance.

Other key relationships include: the Diocesan Bishop and members of his core staff (the Suffragan Bishop, Diocesan Secretary, Dean of the Cathedral, the Dean of Self Supporting Ministry and Dean of Women's Ministry and the DDE); the Area Deans; the Deaneries, Parishes, Clergy and other people of the Diocese; colleagues in other Dioceses across the West Midlands; the West Midlands IMD network and the Ministry Division of the Archbishops' Council.

Main Activities and Responsibilities

The primary element of this role is to devise and deliver a common core training programme of formation for new ministers in the post-Covid-19 Church, focusing on the development of character for Christian leadership and theological reflection; alongside specialised skills streams for specific roles, e.g. church planters and the newly ordained. The post holder will be responsible for those who are new to formal ministry appointments in the diocese, both voluntary and paid, and lay and ordained. This includes curates in training, lay pioneers and church planters, Readers and other authorised lay ministers. The post holder will also be responsible for leading the formal assessment process for new curates and making recommendations to the bishop at the end of training.

There are currently around 25 curates within the diocese, but we expect this to rise significantly in the next five years. In achieving this aim, we are looking particularly to increase the number of curates and authorised lay ministers from UKME/GMH backgrounds as these groups are significantly under-represented in leadership within the Diocese. We are also looking to develop more ordained pioneer and self-supporting clergy.

Much of the reflective learning which the diocese already provides opportunities for, and enables, will be creatively shared with other new ministers who are not ordained; similarly, there will be some skills development common to all new ministers, whether lay or ordained. We are just at the beginning of developing a range of authorised lay ministries, and the post holder will be a key player in developing and training this group, which we hope will rise significantly in number within five years. The existing pattern of training for Readers will be incorporated in this initiative.

The post holder will be expected to demonstrate a commitment to the ministry of the whole people of God and everyday discipleship, and to contribute to the development and implementation of the Diocesan Mission and Growth strategy; they will be able to recognise, respond and prepare new ministers for the mission and ministry challenges of the future; they will feel called to equip, enrich and resource new ministers vocationally, theologically, practically and spiritually.

Specific responsibilities include:

- Devising and ensuring the delivery of the core training programme for new ministers, and specialised skills streams, developing teams to assist in this;
- Contributing to the Equip online training hub;
- Sharing in the identification of training posts and supervisors and in the appointment of lay pioneers, church planters, new curates and others;
- Overseeing the Diocesan budget for new ministries, with the Diocesan Director of Finance;
- Co-ordinating (in consultation with the Archdeacon Pastor) pastoral care for those in new ministries, with a focus on well-being and resilience, and offering appropriate support for their supervisors;
- Ensuring that the commitment to the development of diverse leadership in the diocese, including UKME/GMH new ministers, is demonstrated in the support available;
- Liaising with national and regional colleagues and institutions and ensuring that national Church of England policies are complied with.

Monitoring and Evaluation

The post holder will participate in reviews of progress every 6 months and an annual review as a member of Diocesan Staff. Although a DBF post, the post holder can make a request to also participate in the Diocesan MDR scheme for clergy.

Person Specification

This section details the attributes which are required in order to undertake the full remit of this post. To be shortlisted an applicant must be able to demonstrate that they have **all the essential requirements** for the role.

AF=Application Form; I = Interview.

Attributes	Essential	Desirable	Means of Assessment
Qualifications			
Ordained priest of the Church of England, or a Church in communion with it.	√		AF
Degree in Theology or equivalent	√		AF
Post graduate qualification in theology or education		√	AF
Hold a current driving licence and use of a Vehicle	√		AF
Experience			
organising and delivering training on a one to one basis, and on a group basis	√		AF, I
Developing and delivering online learning		√	I
Have experience of working with contemporary models of adult learning, and human and faith development	√		AF, I
Managing a busy workload, multi-tasking and meeting sometimes competing deadlines		√	I
Show familiarity with, and some experience of, working with Pioneer ministry, Fresh Expressions and Church Planting	√		AF, I
Have had experience of managing budgets	√		AF, I
Have had experience of working with churches of more than one tradition		√	I
Skills and Abilities			
Able to articulate a call to equip, enrich and resource new ministers vocationally, theologically, practically and spiritually.	√		AF, I
Effective communicator, able to write succinct reports and having good general communication skills including preaching and public speaking.	√		AF, I
Able to give accurate feedback and effective guidance to improve	√		AF, I
Excellent time management skills. Able to self-motivate	√		AF, I

Proven record of IT skills and knowledge of Microsoft Office, the development of on-line training resources and updating Internet Web Pages	√		AF, I
Have a proactive approach, using own initiative and taking responsibility for actions and consequences	√		AF, I
Able to secure, build and maintain good working relationships with all stakeholders, contacts, colleagues, lay workers and Clergy	√		AF
Able to demonstrate good emotional intelligence and provide examples of how it has been effectively applied in resolving conflict and/or challenging interpersonal relationships	√		AF, I
Knowledge of Church of England processes and approaches	√		AF, I
Able to articulate a theology of mission and ministry in an Anglican context	√		AF, I
Personal qualities			
A creative thinker, able to re-imagine mission and ministry in contemporary society	√		AF, I
Inspiring, enthusiastic, encouraging and supportive to others, both one-to-one and in groups	√		AF, I
Committed to learning and further study, both for themselves and others	√		AF, I
Resilient and well-resourced in their spiritual life	√		AF, I
Sympathetic in understanding the range of church traditions	√		AF, I
Flexible and positive in approach to working, and an ability and willingness to travel to various locations if required	√		AF, I

This post is subject to enhanced DBS disclosure

The post holder will need to prove that they have the right to work permanently in the United Kingdom.