

## Mission Apprentice

### ROLE DESCRIPTION

Role Description signed off by Ven Dr Andy Jolley, Archdeacon of Bradford

Date: March 2025

To be reviewed 6 months from Appointment and 3 yearly thereafter

### 1. Details of post

|   |                                |
|---|--------------------------------|
| Role title :                                  | Mission Apprentice             |
| Name of benefices:                            | TBA                            |
| Episcopal area:                               | The Episcopal Area of Bradford |
| Archdeaconry:                                 | Archdeaconry of Bradford       |
| Deanery:                                      | TBA                            |
| Initial point of contact on terms of service: | Archdeacon of Bradford         |

### 2. Role Purpose

Each Mission Apprentice will be employed for 20 hours per week (approx. 84 hours a month). It is anticipated that this will break down as follows:

#### In the parish:

- At least 56 hours a month in growing some aspect of Parish life (after the first month where the Apprentice will get an opportunity to become familiar with all aspects of parish life). This might include running a Parents and Toddlers group, or a community lunch programme or a youth work ministry, for example. Details of this will vary from church to church depending on the needs and vision of the parish and the gifts of the Apprentice.

- 3 hours a month (i.e roughly 1.5 hours a fortnight) in one-to-one meetings with the Vicar of the Parish or designated Supervisor.
- Up to 8 hours a month (i.e a few hours a week) in staff team meetings, where appropriate, learning how to run and respond to needs in a parish.
- 6 hours a month (i.e a day a month) for personal theological, missional and devotional reading, for some sort of reflective practice e.g writing a blog/writing up a diary/ artwork etc and for playing an active part in the devotional life of the parish.

#### **Outside the Parish:**

- 10 hours a month with the other Apprentices / Interns in the Learning community including overnight residentials with the other Apprentices / Interns each year.
- The Learning Community programme will focus on the theology and practice of ministry and mission.
- Over the two years, each Apprentice may give a presentation of their context and work for their peers on the programme
- There will also be visits to other mission centres to inspire and develop the Apprentices' missional thinking.

Total: 84 hours a month

This opportunity will enable each Apprentice not only to learn from their own parish context but also to find out about the other Mission Apprentice parishes. There will be visits to these places throughout the two years. In addition, a network of ordained and lay leaders who have seen growth in new disciples will teach the practical skills they have learnt.

The Church of England is committed to promoting a safe environment and culture for children, young people and vulnerable adults. The individual appointed to this role will be expected to work within the policy and procedures of the relevant safeguarding policies and attend all required safeguarding training.

### **3. Key Working Relationships**

#### *Generic*

Colleagues, both clergy and lay  
Churchwardens  
PCC

#### *Specific*

Line Manager in parish  
Fellow Mission Apprentices and Interns in the Diocese  
Diocesan Intern Lead

#### *Future*

Leaders of other churches and religious communities

#### *Supportive:*

- The Area Dean
- The Archdeacon of Bradford
- The Bishop of Bradford
- The Bishop's Advisers in Evangelism

- Leading your Church into Growth (the course and mentoring)
- Human Resources Manager, Diocesan Office

#### **4. Terms and Conditions**

- Appointment will be from September 2025 to August 2027
- Salary: £13,100 per annum for 20 hours of work a week
- Expenses will be provided by the PCC
- There will be 25 days annual leave per annum (pro rata) in addition to Bank Holidays. These will need to be negotiated with your Vicar / Supervisor.
- A pension is available through the Church Worker's pension scheme.
- There will be a probationary period of 6 months.
- An Enhanced DBS will be required after confirmation of the Mission Apprentice Role which the placement church will lead on. Safeguarding training will also need to be completed online.
- There is a Genuine Occupational Requirement that the post holder is a practicing Christian.
- The Mission Apprentice will follow all the policies and procedures of the church (e.g. use of technology & IT, email and social media, expenses, lone working) and be committed to the protection and safeguarding of children, young people and vulnerable adults to ensure everyone is safe whatever the activity.
- The Mission Apprentice will attend appropriate training as required by your role and responsibilities and as advised by the Placement church or Intern Lead.
- The Mission Apprentice will engage fully with the Learning Community programme - attending sessions, supporting the worship and hosting rotas as required and investing time in learning, reflection and prayer.

#### **5. Archdeacon's Comment**

Our vision as the Diocese is about equipping confident Christians to live and tell the good news of Jesus Christ. For all of our appointments we are seeking people who have a joyful and confident faith which can inspire a track record of church growth.

We are supporting Resourcing Churches, with a track record of good leadership, financial strength and numerical and spiritual growth, with additional resources and challenging them to take on responsibilities beyond those of being a local parish church. In particular, this is about generous sharing of their resources with other churches (eg in training, events, support, mission teams) and gracious sending of people to revitalise nearby churches, plant into areas of significant new build, or (where they are super parishes) plant into unreached parts of their own parishes, as well as to produce vocations as part of their leadership pipelines. The sharing is generous in seeking to be a resource to others without expectation of return. The sending is gracious in seeking to work with the grain of what is already in the places to which people are sent rather than seeking to impose a model from outside. In some instances a team may be sent temporarily for a period of time to catalyse new growth. In others, a team led by a curate at the end of their curacy may be sent permanently.

To enable them to fulfil these additional responsibilities, we are investing additional resources in the form of mission apprentices / interns, contextual ordinands and curates with the potential to take a team to revitalise a nearby parish. The expectation is of sending out a church planting team and embracing being church planting churches.

Details of the different contexts available can be found in the Mission Apprentice Recruitment Brochure.