

B7 DIOCESAN OFFICERS

The majority of the officers listed in this section are volunteers who carry out these responsibilities in addition to other work. Their contact details can be found on the diocesan website.

COMMUNICATIONS

Director of Communications

The Diocesan Communications Director, with an assistant, is responsible for all aspects of the diocesan communications strategy. This includes developing good working relations with the professional media, placing “good news stories” and acting as the point of contact for journalists. The DCD also seeks to maintain a communications network which ensures parishes receive information to support their mission. Other tasks include responsibility for the East Anglican magazine, the Diocesan Directory and website. The Director acts as a professional host for major diocesan public meetings and is responsible for the creation of most synod presentations.

COMMUNITY AFFAIRS

Agricultural Chaplain

The Chaplain acts as a focus for the church’s work amongst those working in agriculture. And is the point of contact between the church and farmers’ organisations and support groups both locally and also nationally. The Chaplain is available to offer advice to clergy and churches and frequently briefs the Bishop’s Staff on trends in agriculture.

Adviser on Hospital Chaplaincies

The Bishop’s Adviser is responsible for advising him on healthcare, chaplains and related issues. The Adviser serves as the main contact between the bishop and the local NHS Authorities and Trusts and represents the interests of chaplaincy within both the diocese and the healthcare community. The Adviser is also the bishop’s representative on interviewing panels for the appointment of chaplains and provides pastoral support to all the chaplains in the diocese.

Bishop’s Ecumenical Officer

The Church of England is committed to the search for full, visible unity with other Christian churches, and to the bodies which promote this. In this diocese our major commitment is to Churches Together in Suffolk (CTS) and to the East of England Churches Network (EECN). Church leaders meet in the context of both CTS and EECN.

The regular meetings of Ecumenical Officers (EO) of many denominations assist in the development of local ecumenical partnerships (LEP) and work with those churches wishing to make a declaration of ecumenical welcome and commitment.

Bishop’s Policy and Liaison Officer

The Bishop’s Policy and Liaison Officer is responsible for a wide range of internal policy and strategic issues including oversight of Community Affairs, and co-ordination of human resource policies in support of the effective deployment of clergy under the Clergy Terms

of Service Measure. Externally, the Officer is responsible for building relationships between the diocese and local authorities and other county and regional bodies on a range of strategic issues relating to community and economic development. The Officer is a point of contact between secular agencies and the church.

Chaplain amongst Deaf People

The role of the Chaplain involves promoting and communicating the gospel message among profoundly deaf and hard of hearing people. This involves offering a ministry of occasional offices to deaf congregations and to be available to offer pastoral care and support, to deaf people in need or distress. He seeks to create links with educational establishments working with deaf children or adults. In his work with the deaf community he seeks to encourage and foster vocations from within the deaf congregations. He is also available to interpret for deaf people, where it is required, as part of pastoral care, church membership and religious education and to increase the knowledge of the hearing churches in respect of the needs of deaf people and their problems. The Chaplain acts as a consultant and adviser, to the Bishop's Staff and liaises with officers involved in ministerial training and is expected to work ecumenically, as far as possible.

Community Affairs Adviser

The Adviser is responsible for briefing the Bishop's Staff and parishes on issues relating to faith and society. In recent years faith communities have been encouraged to get involved in partnership with other agencies in a range of regeneration issues. The Adviser is able to offer advice and support to parishes wishing to set up projects to meet local need. The Community Affairs Adviser is also convenor of the Community Affairs Team.

Environmental Adviser

There are an increasing number of environmental issues facing the world. Many church members in line with the 5th Mark of Mission see this as an essential part of the church's work. The Adviser acts as a point of contact between churches and environmental groups and is able to promote environmental initiatives throughout the diocese and offer advice to parishes.

Inter Faith Adviser

Major demographic and sociological changes have led to a multi-cultural and multi-faith society in Suffolk and this is even more apparent on a regional basis. At a regional level the East of England Faiths Council (EEFC) comprises of members of the Bah'ai, Buddhist, Christian, Hindu, Jewish, Muslim, Sikh and other faiths. This body enables faith leaders to meet together and to speak with a common voice on matters which affect the lives of everyone. It is important that we all have a practical understanding of other faith communities with whom we share our life and work in this diocese. Suffolk Inter-Faith Resource (SIFRE) has done much to provide an environment to enhance this understanding.

Inter faith issues are currently part of the remit of the Bishop's Ecumenical Officer.

Major Incidents

The church has a variety of roles to play if disaster strikes. In the light of increasing pressures on the blue light services clergy can no longer turn up at the scene of an incident or an evacuation centre and expect to be welcomed with open arms. The Major Incident Officer acts on behalf of Churches Together in Suffolk to co-ordinate the church's

responses to a variety of situations. The Officer is responsible for training, briefing and deployment of clergy and acts as an adviser to the Church Leaders.

In the event of an incident the coordinating centre for this ecumenical and inter-faith activity will be the Diocesan Office at Churchgates House. Churchgates would be linked to the County Council Emergency Centre. Initial training has been given to some clergy from all denominations and plans are being developed for teams to be available to respond on a local authority district basis. This also includes that part of Waveney in the diocese of Norwich (Lothingland Deanery) in order that the churches' response is co-terminus with the Suffolk emergency services. Links are being established with neighbouring counties.

Tourism Officer

Tourism is one of Suffolk's largest employers. A significant number of people come to Suffolk and in visiting our churches could become pilgrims. The role of the Tourism Officer is to work with churches in promoting opportunities for church based tourism. This will frequently be in partnership with local businesses or local authorities. The Officer is available to offer advice and encouragement to parishes and deaneries and act as a signpost to sources of advice and funding.

World Development Adviser

The World Development Adviser works through the Overseas Mission Group and is responsible for advising the Diocesan Bishop on world development issues. The Adviser is also responsible for networking with related organisations (World Development Movement, Fairtrade shops, Christian Aid, Tearfund) and encouraging coverage of world development in Diocesan activities. The Adviser seeks to promote world development issues (particularly at topical times e.g. World Aids Day) through the East Anglican, local press and by giving talks on world development to churches, Mothers Unions, deanery synods / chapters.

EDUCATION, CHILDREN'S AND YOUTH WORK

Safeguarding Adviser to the Bishop

The Adviser has current knowledge of child protection and links with the Suffolk Safeguarding Children Board and other key agencies. The main responsibilities of the Adviser are to advise the bishop, in consultation with diocesan officers, on protection matters relating to children, young people, and vulnerable adults. This includes producing and regularly reviewing policies and procedures designed to help protect vulnerable groups through the development of good practice. The Adviser ensures that appropriate responses to all allegations and concerns are made. The Adviser is also responsible for advice and training for clergy, paid staff, PCCs and volunteers regarding, recognition and referral of all safeguarding concerns and good practise, when working with vulnerable groups.

Children's Officer

The role of Children's Officer involves providing support to both parishes within the diocese and schools (as Cathedral Education Officer). Based at the Discovery Centre – "The Diocesan and Cathedral Centre for children and all those who work with them", the education work consists of managing school visits to the Cathedral, providing curriculum materials for all age groups and leading teacher training. The centre also enables

community outreach through the provision of such events as 'Family Activity Days'. The diocesan aspect involves providing parish consultancy, managing resources, organising and leading training events, and demonstrating good practice.

Director of Education

The Director seeks to lead, manage and co-ordinate the work of the Diocesan Board of Education in partnership with the LEA, parishes, cathedral, diocese and national organisations in support of the Anglican church schools within the diocese. In particular with regard to the delivery of high quality education and as appropriate a distinctive Christian ethos. The Director works closely with the Diocesan Children's Adviser and the Diocesan Youth Adviser. The Director also seeks to maintain a network of contacts with the colleges of further and higher education within the diocese.

Schools' Adviser

The Schools' Adviser focuses on serving the 74 Church of England Voluntary Controlled and 18 Voluntary Aided Schools in the Diocese while maintaining and developing contacts with many other schools in the diocese as appropriate. The Schools' Adviser works closely with the Diocesan Director of Education to improve understanding of the distinctive Christian nature and ethos of church schools. In particular, the role involves working with teachers, heads and governors to develop excellence in the areas of Religious Education and Collective Worship, running staff meetings, courses and conferences. The Schools' Adviser also offers training for all schools through the Local Authority County RE Adviser, Governor Training services and Initial Teacher Training courses and sits on the Suffolk Standing Advisory Council for RE as a Diocesan representative.

The Adviser has close links with the Cathedral Education Officer and Children's Officer, helping to equip those who visit schools on behalf of the church or who receive children at the cathedral or in local churches. Links are also maintained with the Diocesan Ministry Course and Continuing Ministerial Education so that training for work with schools, including church schools, becomes an integral part of the training of clergy and other ministers.

Youth Adviser

The role of the Diocesan Youth Adviser (DYA) is to support and enable the development of all those involved in youth work in the diocese; through consultation, training, resourcing, and the facilitation of networks of mutual support and to promote and nurture a vision for youth work within the context of the mission of the church in Suffolk as a whole. The Adviser also seeks to encourage the development of those who work with young people at parish, deanery, or diocesan level. The Adviser works in partnership with the Diocesan Children's work team, Suffolk County Council Community Education and other statutory and voluntary agencies providing services for young people.

MINISTRY

Bishop's Adviser in Pastoral Care and Personal Development

The Adviser is a resource for the bishops in their task of caring for clergy, their families and all who hold the bishop's licence to minister within the diocese. The Adviser is able to advise clergy on suitable forms of support. The Adviser supervises the provision of

personal therapy and co-facilitates Professional Development Groups within the Diocese and is able to inform the Senior Staff of current trends and pressure points in ministry.

Continuing Ministerial Education & Co-ordinator for Ministry Development

The CME Officer provides resources and encourages professional development in ministry for those ordained, accredited or acknowledged, for the sake of the mission and ministry of the whole church. The role involves administering and delivering educational events, acting as a 'broker' through whom CME resources become available to clergy, readers and others, being available to those who wish to discuss their own development and planning the diocese's CME provision.

As Co-ordinator for Ministry Development, he convenes the team of full-time ministry officers, who work as a ministry development team. He has oversight of the shared work of developing Local Ministry in the diocese in collaboration with a range of diocesan officers, and in communication with Bishop's Staff, the Central Administrative Team, and Diocesan Synod.

Diocesan Ministry Course

The Diocesan Ministry Course promotes the development of local ministry in the diocese by working with local parishes to help church members explore a vocation to Accredited or Acknowledged Local Ministry and training candidates selected for these ministries on a 3 year course of theological education and ministerial formation. The DMC is an associate member of the Cambridge Theological Federation. The DMC Principal and Vice-Principal work together with a number of voluntary tutors to deliver the training which is accredited by Anglia Ruskin University.

Director of Ordinands

The DDO works with all candidates for ordained ministry through the formal processes of discernment in the diocese leading to the bishop sponsoring a candidate for the national Bishop's Advisory Panel on Selection for Training for ordained ministry. After any conference the DDO debriefs the candidate on the conference report and its implications. In addition there is appropriate support for those who go on to train on a course or at a college. The DDO assists in the diocesan organisation of title posts, retreat and ordination.

Initial Ministerial Education years 4-7 – for all new ministers

This period of training after ordination, licensing or commissioning is expected by the bishops of all in the first four years of ministry. The yearly elements can build up to a degree where this is appropriate, required or desired. The officer responsible provides a programme for the individual ministers which sometimes includes their incumbents and others in ministry. The Diocesan Director of Ordinands is responsible for IME 4-7 and work with new ministers. Work with stipendiary curates and those wishing to become incumbents will come under new legislation based on Clergy Terms of Service.

Lay Education and Training Adviser

The Lay Education and Training Adviser works with individuals, parishes and deaneries to encourage and support lay adults in discipleship and ministry. This includes the training for lay elders and others with particular church responsibilities, e.g. churchwardens, PCC members, group leaders. The Adviser manages 2 diocesan courses: *Way Ahead*, a 1 year learning programme, and *Called By Name*, a 7 week course on Christian vocation. Other

resources include training packs on leading worship and sharing pastoral care. The Adviser also assists people to plan and deliver local educational programmes, promotes current educational resources, and facilitates networking to enable the sharing of good practice.

NSM/OLM Officer

The NSM/OLM Officer is an advocate for the self-supporting clergy in both the diocese and parishes and seeks to ensure that they are represented effectively in all areas of diocesan life. Through contact with the self-supporting clergy the Officer is able to build up a picture of the ministry of the unpaid clergy across the diocese. The Officer is an agent for change within the diocese by seeking to reduce the possible areas of stress and increase the overall recognition and job satisfaction. He is able to offer pastoral support an independent listening ear for self-supporting clergy who wish to talk to someone outside of their current situation.

Parish Resources Adviser

The Adviser seeks to offer a customized support service to fit the local parochial pattern. The work is "*Data driven and Spirit led!*" Details of what is available can be found on the diocesan website. Paper copies can be sent on request. One valuable aid is a specially prepared giving level chart for the local congregation. This can be compared with patterns across the diocese and can suggest a course of action.

Vocations Advisers

The advisers work for one session or more with people who wish to explore what God might be calling them to. This discussion is an opportunity to explore a wide range of possibilities without beginning any formal processes.

Warden of Acknowledged Ministries

The Warden is a resource for the developing ministry of Acknowledged Ministries within the diocese and as such is responsible for the selection of candidates and liaising with churches when candidates have been selected for training. The Warden is also responsible for the commissioning services and provides on going support for ministers as they develop their ministry in the benefice.

Warden of Readers

The Warden offers pastoral care to readers through personal contact, regular mailings, archdeaconry meetings and through the organisation and running of the Annual Readers Day. The Warden is responsible for the selection for training of reader candidates, and through to their admission and licensing. The DDO liaises with the Warden about the early years of CME and through the CME Officer about later years. The Warden chairs the Readers Council.

RETIRED CLERGY

Clergy Retirement Officer

The Officer helps clergy prepare for retirement.

Advisers to Retired Clergy

There are Advisers in each archdeaconry. They assume a pastoral role towards retired clergy and their spouses and act as a conduit of information between the clergy and the bishops.

Diocesan Widows Officer

The Officers provide pastoral support to clergy widows resident in the diocese.