



St Mary's, Halesworth Regeneration Project

JOB DESCRIPTION OF A PRIEST OR LAY PERSON (Half-Time) in the Blyth Valley Team Ministry FEBRUARY 2009

1. TITLE AND JOB PURPOSE

Priest or Accredited Lay Minister in the Blyth Valley Team Ministry (The post of Team Vicar may be offered to a suitable ordained and experienced candidate.)

This is an exciting and unique appointment, ideal for someone who relishes a challenging and a worthwhile focus to his or her Christian ministry. The primary role of this post will be to spearhead the regeneration of the church building of St Mary's, Halesworth. The outcome will be a thoroughly modernised interior, fully equipped *equally* to allow for dignified Anglican and Ecumenical worship 'in sacred space' *and* the creation of a well-appointed, fully-equipped area which will be well used by the local community for secular purposes and events. The successful candidate will have good communication skills and the ability to harness the energy and enthusiasm of others.

With colleagues, and within the context of ecumenical relationships, the person appointed will also participate in building a worshipping, serving community within the Blyth Valley Team Ministry and its parishes.

2. APPOINTMENT

The person appointed will work for 3.5 days each week including Sunday duty. A house will be provided or a housing allowance paid. He or she will hold the Bishop's Licence.

3. COMMUNICATION AND RESPONSIBILITY

He or she will liaise regularly with colleagues and lay leaders, maintaining good communication and ensuring that work is co-ordinated and appropriately shared. Accountability is to the Team Rector.

4. AREAS OF RESPONSIBILITY

Halesworth Regeneration

The person appointed will project manage the regeneration of St Mary's from its inception, working with colleagues, the Team Council and Halesworth Parochial Church Council. It will be important for the post-holder to have specific skills in Project Management. Experience in business planning, community development and the ability to access a range of funding streams will also be welcomed.

He or she will be a Team player who will work collaboratively, whilst taking a clear lead on the Regeneration Project and developing strong community links.

He or she will lead the formation of a Regeneration Working Party and will work closely with appropriate professionals. The task of regeneration will involve a consultation process with local churches, organisations and communities, leading to a Business Plan, prior to bringing the project to completion over time.

Team Wide

The Team works in a collegial, collaborative way, enabling the ministries of Stipendiaries, Ordained Local Ministers, Readers and the Laity. He or she will work with others to ensure an integrated pattern of ministry with clear boundaries and responsibilities. He or she will share responsibility for leading worship. Members of the Team seek to develop the life of the Team and its parishes and to have a care for the well-being and flourishing of colleagues and lay ministers.

5. MEETINGS

Staff members attend the Eucharist together on a regular basis. Staff meetings are currently on Thursdays. As pastoral care is central to our ministry, pastoralia is regularly discussed at staff meetings and colleagues keep each other up to date by conversation and by e-mail. The person appointed will attend Halesworth PCC and Team Council meetings.

6. TIME OFF AND SPIRITUALITY

The person appointed will be entitled to six weeks of holiday a year pro rata, the timing to be by agreement. Staff members are asked to take an annual retreat of at least five days a year and some funding for this is available from the Team Council.

7. ADMINISTRATION

Administrative support specifically related to the Regeneration Project will be negotiated subject to the identification of new funding. The Team Administrator, based at the Team Office in St Mary's, Halesworth, works part-time. She will be available to provide general administrative support.

8. PAYMENT OF EXPENSES

The Team Council reimburses all expenses of office in full.

9. SAFEGUARDING POLICY

The Safeguarding Policy of the Diocese is fully implemented and is led by a lay Safeguarding Co-ordinator.

10. REVIEW

This Job Description is reviewed annually and may be varied with the agreement of the person appointed and the Team Rector and in consultation with other Team members and the Team Council.

For further information, informal visit and application form contact:

The Revd Edward Rennard,
Rector of the Blyth Valley Team Ministry
The Rectory
Highfield Road
Halesworth
Suffolk IP19 8SJ

e-mail: edward.rennard@btinternet.com
telephone: 01986 872602
mobile: 07958 191975

Completed applications should be received by

The Ven Geoffrey Arrand
Archdeacon of Suffolk
Glebe House, The Street
Ashfield cum Thorpe
Stowmarket
Suffolk
IP14 6LX