



## Associate Priest of the North Wakefield Benefice

### ROLE DESCRIPTION

Role description signed off by Ven Cat Thatcher, Archdeacon of Pontefract

Date: March 2026

To be reviewed 6 months from appointment and 3 yearly thereafter

### 1 Details of post

Role title (as on licence):	<b>Associate Priest (Assistant Curate)</b>
Name of benefice:	<b>North Wakefield Benefice</b>
Episcopal area:	<b>Wakefield Episcopal Area</b>
Archdeaconry:	<b>Pontefract</b>
Deanery:	<b>Wakefield</b>
Initial point of contact on terms of service:	<b>Archdeacon of Pontefract</b>

### 2 Role Purpose

#### Specific

The person appointed will

1. Share with the Bishop and the Vicar the responsibility, under God, for identifying and carrying out God's vision for ministry, mission and worship in Alverthorpe, Outwood, Stanley and Wrenthorpe.
2. Be committed to building up the worshipping communities of the four churches in discipleship, love, generosity, mission and numbers.

3. Work with the Vicar to share pastoral responsibility for the people of the four churches.
4. Under the Vicar's direction, undertake schools ministry, including taking on a Governor role at at least one of the schools in the benefice.
5. Lead projects and programmes in the benefice, in agreement with the Vicar, and taking into consideration the complementary gifts of the Vicar and Associate Priest.
6. Reach out to the local communities, being a visible presence in Alverthorpe, Outwood, Stanley and Wrenthorpe and engaging in community and ecumenical activities including working with youth centres, nursing/care homes, other churches and neighbourhood initiatives.

### **General**

- To have regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation including safeguarding;
- To build up the Kingdom of God in the North Wakefield Benefice, and more widely in the Diocese;
- To promote the health of the Church and its growth in numbers, in spiritual commitment and in service to local communities;
- To have regard to the Diocesan Strategy, as expressed in the Barnabas Programme (<https://leeds.anglican.org/how-we-can-help/barnabas-encouraging-confidence/>), and to engage with the Barnabas team insofar as is relevant to the parish.
- To undertake any duties that may reasonably be required of the role.

### **3 Key Working Relationships**

- The Bishop of Leeds
- The Bishop of Wakefield (with responsibility for the Wakefield Episcopal Area)
- The Archdeacon of Pontefract
- The Area Dean and Deanery Lay Chair
- The Deanery Synods and Clergy Chapter
- The Diocesan Office team, including the Human Resources Manager
- The Diocesan Mission and Ministry Team
- The Barnabas Team
- The Area Clergy Development Officer (who is currently the Archdeacon)

- Clergy and lay colleagues
- Churchwardens
- The Parochial Church Council
- Ecumenical partners / Ministers of churches in the area
- Local community partners including schools.
- Local councillors and other civic leaders
- Head teachers of schools
- Leaders of other religious communities

Supportive:

- Clergy Counselling Support

#### **4 Health and Wellbeing**

The Diocese of Leeds is committed to promote the wellbeing of our clergy and their households in terms expressed in the Church of England's Covenant for Clergy Care and Wellbeing. We also expect our clergy to manage their time well to ensure that they:

- Take a regular day off each week, trying to ensure that this includes the preceding evening and if the weekly day off is compromised for whatsoever reason, to take a day off in lieu;
- Take their full annual leave allowance each year (six weeks holiday plus Bank Holidays, or time in lieu of Bank Holidays);
- Pay attention to their spiritual wellbeing, including daily prayer and Bible reading, reading / learning in general, quiet days and an annual retreat;
- Build collegial relationships across the Deanery, Episcopal Area and Diocese;
- Engage fully with their annual Ministerial Development Review and Continued Ministerial Development and Education;
- Advise the Area Dean, Archdeacon or Area Bishop as early as possible of any health, stress or anxiety concerns;
- Engage in a continuous learning relationship (eg work mentor, spiritual director, peer group) which supports and encourages their ministry. The Area Bishop or Archdeacon can provide a directory of spiritual directors and mentors should this be required.

The Diocese of Leeds works with Health Assured, our Employee Assistance Programme, in delivering a confidential, professional source of support, including a helpline and counselling services, to its clergy and spouses. Despite the reference to 'Employees', the programme

provides services closely suited to the needs of clergy. Details can be seen at <https://www.healthassured.org>. The HR team at Church House are also available to talk through any issues or questions. For further information, go to the diocesan website: [Ministry Wellbeing - Diocese of Leeds](#) or ring this free and confidential helpline: 0800 028 0199.

## **5 Archdeacon's Comment**

Our vision as the Diocese is about confident clergy equipping confident Christians to live and tell the good news of Jesus Christ. For all of our appointments we are seeking clergy who have a joyful and confident faith which has inspired a track record (however defined) of church growth. In return we offer a helpful and creative Diocesan Team, focused within the Barnabas Initiative (<https://leeds.anglican.org/how-we-can-help/barnabas-encouraging-confidence/>), ready to support imaginative ministry in the parish.

The North Wakefield Benefice is a vibrant group of four parishes with four churches in suburban Wakefield. Based in former mining communities, there is both still a high level of multi-generational residential stability, and new housing which has brought in house buyers, and the community is now a mix of families, working professionals, and retirees. Transport links are excellent to Leeds, Wakefield, Sheffield and other major employment centres, with easy access to the M1 and M62, and a station at Outwood. Housing stock is split between social housing and privately owned. There are 18 schools and 10 care/nursing homes in the benefice, and Wakefield Hospice is within the benefice, with Pinderfields Hospital just outside it.

Churchmanship ranges from Evangelical to Anglo Catholic and services include Morning Prayer, Services of the Word and Holy Communion/Mass, including Communion by Extension. Robes are worn. Three of the four buildings are in good order, with the fourth requiring significant major works.

There will be a need for the new Associate Priest to work with the Vicar to focus on

- growing the congregations, spiritually, numerically, and in generosity,
- reaching out to the communities in mission and evangelism, especially to schools and to families,
- growing take up of occasional offices, and follow up from these,
- being a unifying presence across the benefice,
- engaging and energising the congregations, developing and empowering lay leaders, and encouraging active participation in church life,
- leading on specific projects as agreed with the Vicar.

The Deanery of Wakefield comprises parishes with a similar history and demographic to North Wakefield, and the new associate priest will find a supportive and friendly welcome in the clergy chapter. We expect the new post holder to work with a spirit of generosity in sharing wisdom and insights about ministry within the Deanery of Wakefield and across the Episcopal Area.

All new appointees in the Diocese are required to undertake:

- (i) the diocesan induction programme which includes diocesan training for safeguarding children and vulnerable adults,
- (ii) a course on presence and engagement in the context of other faiths, and
- (iii) the residential “Leading Your Church into Growth” course (LYCiG),
- (iv) a one-to-one session with the Stewardship Team about generous giving in the benefice.

Leading your Church into Growth (LYCiG) and Jesus Shaped People (JSP) are two excellent initiatives born in this Diocese and now adopted in other Dioceses. They have enabled church growth and developed confidence in congregations. Newly appointed clergy are required to book onto a LYCiG conference within 12 months of their appointment, and ideally to attend with some people from their parish. Experienced mentors and training are available to clergy new in post to make the most of LYCiG and JSP.

The accommodation offered will be a new vicarage which has been purchased in Stanley parish. Prior visits, if necessary, can be arranged via the Archdeacon’s PA Anne Sparks [anne.sparks@leeds.anglican.org](mailto:anne.sparks@leeds.anglican.org).