THE CHURCH OF ENGLAND
Diocese of Leeds

Priest in Charge
Benefice of Upper Wensleydale

ROLE DESCRIPTION

Role description signed off by Ven Dr James Theodosius,
Archdeacon of Richmond and Craven

Date: 10 November 2026

1 Details of post

Role title (as on licence): **Priest in Charge**

Name of parish: **Benefice of Upper Wensleydale comprising St Margaret Hawes; St Oswald Askrigg; St Mary & St John Hardraw; St Matthew Stalling Busk**

Episcopal area: **The Episcopal Area of Ripon**

Archdeaconry: **Archdeaconry of Richmond and Craven**

Deanery: **Wensley**

Patrons**: Bishop of Leeds; Incumbent of Penhill; Mrs Elizabeth Cherniavsky; Mr Guy Metcalfe**

Initial point of contact on terms of service: **Archdeacon of Richmond and Craven**

2 Role Purpose

General

- To share with the Bishop both in the cure of souls and in responsibility, under God, for "building confident Christians, growing churches and transforming communities";
- 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 Benefice of Upper Wensleydale 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 (see Appendix), including collaborating with others to develop a flourishing children and youth ministry within reach of every young person;
- To undertake any duties that may reasonably be required of the role.

Specific

The person appointed will give focus to

1. Vision and facilitate with other leaders the identification of God's vision for ministry and mission in the Benefice of Upper Wensleydale , building upon the experience and achievements so far.

2. Church growth, nurturing growth in spiritual depth, biblical knowledge, and numerical increase

3. Public ministry, working with others, keeping the wider horizon in view, and understanding the church in the parish as an instrument of the Kingdom of God, led by the Holy Spirit to be a servant of the community alongside other agencies whilst also bringing a prophetic voice to the church and community.

4. **Resourcing Deanery**, supporting and working proactively with the Area Bishop, Archdeacon and Area Dean in establishing the Deanery Synod and Chapter as shared focal points for encouraging, nurturing and sustaining missional engagement in parishes across the deanery.

5. **The church members hope for a priest who:**

- can build on the foundations already laid here: a priest rooted in Christ, confident in the gospel, prayerful, and able to minister with warmth, resilience and imagination in a rural benefice
- works collaboratively, delights in encouraging others, recognising gifts and helping people flourish, building up lay ministry.
- enjoys variety and will embrace all aspects of rural ministry being visible in village and market-town life, including civic, agricultural, educational and community settings.
- encourages mission with children, families, schools and younger adults.
- who values the richness and breadth of Anglican tradition while welcoming creative opportunities for worship.
- who plans carefully, responds flexibly when circumstances change, and understands that safeguarding, pastoral care and a visible community presence are not additional tasks but integral to ministry.
- supports good stewardship of buildings, finances and volunteers.
- who shares our conviction that the Church's best days are not behind us.

3 Key Working Relationships

- The Bishop of Leeds
- The Bishop of Ripon (with responsibility for the Ripon Episcopal Area)
- The Archdeacon of Richmond and Craven
- The Area Dean, Assistant Area Dean and Deanery Lay Chair
- The Deanery Synods and Clergy Chapter
- The Dean and Chapter of our three Cathedrals
- The Diocesan Office team, including the Human Resources Manager
- The Diocesan Mission and Ministry Team
- The Area Clergy Development Officer
- Clergy and lay colleagues
- Churchwardens
- The Parochial Church Councils
- Ecumenical partners / Ministers of churches in the area
- Local community partners including schools.

Future
- Local councillors and other civic leaders
- Head teachers of schools
- Leaders of other religious communities

*Supportiv*e:
- 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: https://www.leeds.anglican.org/how-we-can-help/supporting-clergy/wellbeing-counselling-and-support-for-clergy/wellbeing-counselling-and-support-for-clergy or ring this free and confidential helpline: 0800 028 0199.

5 Archdeacon's Comment

Our vision as the Diocese is about the building of **confident Christians** who are part of **growing churches** and helping to **transform communities** with the good news of Jesus Christ. For all of our appointments we are seeking clergy who have a joyful and confident faith, inspired to encourage spiritual and numerical church growth. The priest in charge of the Benefice of Upper Wensleydale will hold a key role in shaping and maintaining the local church with and through the Resourcing Deanery as we look to enable the parishes of the deanery to flourish through closer collaboration in mission and ministry. The benefice offers a firm foundation for building up lay discipleship and ministry and is pivotal in maintaining the collaborative momentum within the deanery between lay and ordained to ensure the thriving of small church communities. We are firm in our conviction that having realistic expectations of our clergy and supporting them to grow in priestly ministry is key to successful collaboration.

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) rural ministry training to including a course on Resourcing Deaneries.

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. It is also encouraged that those involved in rural ministry, sign up to the Ripon Cathedral Rural Ministry Forum.

The accommodation offered will be The Vicarage, Burtersett Road HAWES, LEYBURN, North Yorkshire. DL8 3NP as detailed in the Parish Brochure. Prior visits, if necessary, can be arranged via the Archdeacon's PA. Please contact chloe.drummond@leeds.anglican.org

APPENDIX: Our Diocesan Strategy

Barnabas Encouraging Confidence

The Diocese of Leeds is committed to building **confident Christians** who are part of **growing churches** and helping to **transform communities**.

As followers of Jesus, we are called to **share the Good News**, serve others and make a positive difference in our communities. To help us do this, we need to be **confident** in our faith, in our churches and in the future.

Over the next 10 years, we are focusing on four key areas:

- **Confidence in our Mission** – Helping churches understand their purpose and make the best use of their buildings, time, and resources.
- **Confidence in our Future** – Ensuring the diocese remains sustainable, effective, and well-prepared for the years ahead.
- **Confidence in our Leadership** – Supporting and equipping everyone who serves in our churches.
- **Confidence in our Witness** – Encouraging and empowering people to share the Good News of Jesus, especially with children and young people.

These **four pillars will guide everything we do from Church House**, helping us work together and support the diocese more effectively.

What is Barnabas: Encouraging Confidence?

Barnabas: Encouraging Confidence is a strategy designed to **support churches in their mission**.

Diocesan teams (and we hope Churches across the diocese) are focused on ensuring their work supports increasing confidence in the 4 areas of mission, future, leadership and witness.

It goes even further through seeking and using additional funding from the national church to provide resources and targeted initiatives which can help churches to **grow, adapt, and thrive**. A dedicated **Barnabas Programme** team will oversee this, working with wider diocesan teams to ensure we get alongside parishes, offering guidance and practical support.

The name **Barnabas** is inspired by the early church leader who encouraged and strengthened others in their faith. In the same way, this strategy aims to **build up** and **equip** churches so they can move forward with confidence.

As we step forward, we do so with a shared commitment to seeing our churches and communities flourish.