**Diocese of York**

Role Description:

House for Duty Assistant Curate in the benefice of Upper Ryedale

**1 Introduction**

This role description takes into account the Parochial Church Councils’ statements of the condition, needs and traditions of the parish (the ‘parish profile’). It should be reviewed 6 months after the commencement of the appointment, and if necessary at Ministerial Development Review, alongside the setting of objectives.

**2 Details of post**

2.1 Role title Assistant Curate

2.2 Name of benefice Upper Ryedale

2.3 Deanery and archdeaconry Northern Ryedale, Cleveland

2.4 Initial point of contact on terms of service The Diocesan Human Resources Adviser

2.5 Patron The Archbishop

**3 Role purpose: Generic**

3.1 To share with the Archbishop and the Bishop of Whitby in the cure of souls in the benefice.

3.2 To be the priest of the benefice, having regard to the calling and responsibilities of the clergy of the Church of England as described in the Ordinal, the Canons, national Safeguarding policies, and all other relevant legislation, in accordance with the Archbishops’ statement Guidelines for the Professional Conduct of the Clergy.

3.3 To work with other ministers and with members of the Parochial Church Councils in the development of the Church’s mission and ministry, having regard to the need for sustainability and effectiveness in mission in each place, and jointly where appropriate.

3.4 To ensure that a high standard of worship, preaching and pastoral care (appropriate to each setting) is provided.

3.5 To nurture discipleship and develop the ministry of all God’s people, through training, co-operation and support, encouraging all people, as appropriate, to take responsibility for the mission and ministry of the parishes, and seeking to identify potential future leaders and ministers.

3.6 To be personally committed to, and to promote the Diocesan vision of ‘Living Christ’s Story’, prayerfully working to engage with the five marks of mission in the parishes and to explore with the congregations how they can respond effectively to the Diocesan goals of: becoming more like Christ; reaching those we currently don’t; growing churches of missionary disciples; and transforming our finances and structures.

3.7 To collaborate with others in the deanery in mission and ministry, and through deanery planning, participate in the future shaping of ministry according to the resources and opportunities available, and to be pro-active and constant in seeking the fullest possible degree of ecumenical co-operation and commitment.

**4 Role purpose: Specific**

4.1 To enable the parishes to play a full part in the deanery and benefice, building confidence, developing new relationships and building upon the new relationships with the Methodist congregations.

4.2 To continue to grow the church and to be fully supportive of the Diocesan strategy expressed in *Living Christ’s Story*.

4.3 To continue reaching out to the local community and ensure good use of all church buildings.

4.4 To be sensitive to the needs of small rural and farming communities.

4.5 To enthusiastically support the variety of ministries offered in the parishes and to be respectful of the various styles of worship enjoyed by different congregations.

4.6 To continue to be a place of welcome to visitors and holidaymakers drawn by local history and the beautiful surroundings.

4.7 To encourage and enable lay ministries of all kinds, in conjunction with the Diocesan Ministry and Mission Team and to support the work of the lay ministers in the benefice.

4.8 To encourage generous financial giving through Free Will Offer so that the parishes are able to cover their ministry costs.

**5 Key contacts and relationships**

5.1 *Generic and local*

a The Archbishop, Suffragan Bishop and Archdeacon

b The Churchwardens and the Parochial Church Councils

c The Area Dean, Lay Dean, Deanery Leadership Team, Chapter and Synod

d Diocesan and archdeaconry advisers in specialist areas

5.2 *Locally based assistant ministers and colleagues*

a Priest in Charge, the Revd Melanie Burnside

5.3 *Supportive*

a The Area Dean

b The Diocesan Director of Mission and Ministry

c The Archbishop’s Adviser and Co-ordinator of Pastoral Care

**6 Role Context**

The Deanery, like others in the Diocese, has a continually evolving Deanery Plan which might involve future pastoral reorganisation, although there are no specific plans for this benefice at this time. The Priest in Charge has been appointed to an interim role that began in 2023.

**7 Benefice summary as at time of compilation**

|  |  |
| --- | --- |
| Number of parishes | 4 |
| Churches and listing | Bilsdale Midcable St John (2), Hawnby All Saints (2\*), Old Byland All Saints (1), Scawton St Mary (1) |
| Parsonage | A detached rectory in Old Byland |
| Other buildings |  |
| PCCs | 4 |
| Churchyards | 4 |
| Population | 483 |
| Average Sunday attendance | 12 |
| Free Will Offer 2025 | £7,200 |
| Schools |  |
| Expenses | Paid in full |
| Letter of Request / Extended Episcopal Oversight? | No |
| Liturgical practice | Central with vestments |

**8 Review**

The Archdeacon will review this role description with you when you have been in post for six months.

Date: 28 March 2025