

Diocesan

Director of Vocations

Recruitment Pack

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St John's, Chatham

Dear Candidate,

Thank you for your interest in this post of Diocesan Director of Vocations. This role forms an important part of the Mission and Ministry Development team, which serves to identify, resource, and equip clergy and lay people in the living out of God's Kingdom.

The Diocese of Rochester has committed to our vision to change, serve, and grow as we seek first the Kingdom of God. Central to this vision is what we call the virtuous circle of creating missional leaders, missional congregations, and missional disciples, which each feed into one another. Growing vocations begins with enabling all Christians to lean into their calling as disciples of Christ and to live out their faith in the world. This may involve a deeper commitment to their faith in the everyday places they inhabit or might mean a step in serving at church, as in a lay, licensed lay or ordained role.

The work of the Diocesan Director of Vocations (DDV) is vital to this, ensuring that the vision for vocations of all types is integrated across the work of the team, and consequently the Diocese itself.

Full details of this post and further information about our vision follow. You have our prayers as you seek to discern whether this is the right next step for you. I'm looking forward to receiving your application.

Andrew Dunlop

The Rev. Dr. Andrew Dunlop,
Director of Mission and Ministry Development





About Us

Welcome to the Diocese of Rochester. A diverse and vibrant community of faith, we share the vision that we are Called Together to change, serve and grow the Church across the areas of Medway, north and west Kent and the London Boroughs of Bromley and Bexley.

We serve a population of some 1.3 million people which is likely to increase by another 200,000 over the next 15 years or so, having increased by 100,000 in recent years.

Urban, suburban and rural, the wealth of cultures across the Diocese is huge. From this rich mix, we represent some of the most prosperous and poorest areas of the country.

Because of this, we both have some of the biggest challenges and, as we see it, some of the best opportunities for growing God's Kingdom.

We seek to be a Church that reflects the diversity of our communities both in our membership and in our leaders, and one that is a safe and welcoming space where all can flourish and be valued.

Serving this community, we currently have:

- 231 beneficed and licensed clergy
- 440 people in a lay ministry role
- 211 parishes
- 90 church schools

We believe that all Christian people have a calling from God to know and love him more and to serve others in his name.

Indeed, we are recognised nationally as a leader in lay vocation, particularly for our creative approach to the variety, scope and training of Licensed Lay Ministers, which is unique to our Diocese.

As well as a range of discipleship and prayer courses and materials, our Diocese has pioneered opportunities in Anna Chaplaincy, which has a special focus on those who have dementia and other end of life issues.

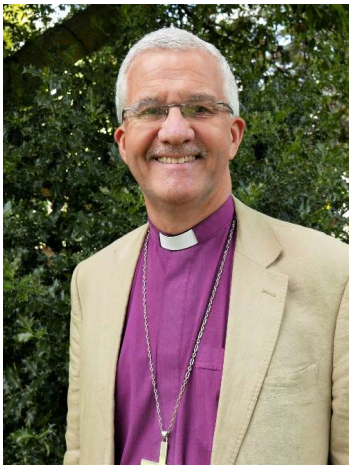
Numerous licensed clergy and lay ministers serve as chaplains, and in diocesan and cathedral roles.

Alongside this, we enjoy flourishing relationships with the Anglican Dioceses of Harare in Zimbabwe, and Kondoa and Mpwapwa in Tanzania, as well as an ecumenical link with the Evangelical Lutheran Church of Estonia.

Our vision

Called Together is our shared vision and practical plan of work across the Diocese to change, serve and grow, as we seek first the Kingdom of God, with compassion, courage and creativity.

"There is so much to be positive and hopeful about here in this Diocese, and I am excited for the work that is to be undertaken, and the lives that are to be changed and enriched through relationship with Jesus and the ministry of our churches."



Bishop Jonathan Gibbs, The Bishop of Rochester

It is an exciting and ambitious nine-year programme of work to help realise our common vision to grow **missional churches**, with **missional leaders** and **missional disciples**.

At the heart of the vision is a commitment to creating and supporting a flourishing and well-resourced parish system to grow God's kingdom across Medway, north and west Kent, and the London Boroughs of Bromley and Bexley. The work supported by the vision is designed to enrich every church setting.

Three objectives

Within the overall vision, our key objectives are to **grow missional churches**, with **missional leaders** and **missional disciples**, that are:

- Growing a safe and healthy culture for all
- Growing younger and more diverse
- Growing spiritually and numerically
- Impacting their communities
- Releasing financial resources for mission
- Planting and growing new missional churches

The three key objectives nurture, support and depend on the other.

Four workstreams

Four workstreams help focus the work to grow God's kingdom.



Missional Leadership Development (MLD)

Purpose: To grow and sustain confident, mission-focused leaders - lay and ordained - ensuring wellbeing, succession planning, and collaborative leadership across the Diocese.



Missional Development Places (MDP)

Purpose: To grow and multiply new worshipping communities, and through targeted investment in 15 priority places (across parishes, a school, and new housing areas), catalyse growth and resource other parishes through learning, outreach and models of sustainable mission.



Children, Young People and Families (CYPF)

Purpose: To counter the decline in children and youth attendance by resourcing leaders, apprenticeships, resource hubs, and school engagement, nurturing faith in the next generation.



Revitalise

Purpose: To strengthen those parishes that are facing financial and missional challenge, to improve both spiritual life and financial sustainability through targeted support.

All are seen through the lens of growing **safe and healthy cultures**, because if we are truly seeking God's kingdom, then we must reflect is values of righteousness, peace, wholeness, and fullness of life for all.

To find out more about the workstreams, the latest updates and how the project is funded, please visit: www.rochester.anglican.org/about-us/ourvision/

The difference it will make

By 2034, the expectation is that the vision and plan of work will have achieved:

- **More leaders**: a 50 per cent increase in lay missional leaders, and stronger pipelines of ordained vocations.
- **More children and young people**: a 50 per cent increase in children and young people engaged with church, and 25% more churches with substantive CYPF ministry.
- **More disciples:** at least 25 per cent more people making a commitment to faith.
- **More attendance**: a 15 per cent overall increase in church attendance (over 3,700 new worshippers)
- **More sustainable churches**: churches revitalised, financially resilient parishes, and growing mission in new housing areas.
- **Healthier culture**: embedding safe and healthy cultures, inclusion, and environmental sustainability across all parishes



Diocese of Rochester

Our Staff Values

Compassion - We recognise our people as individuals and we seek to offer understanding and compassion to each other, creating a safe and healthy culture for all.

Courage - We strive to do what is right, making ethical, clear and well-informed decisions. We encourage open communication and embrace obstacles as opportunities for growth. We take accountability, and when we make mistakes, we apologise and try to make things better.

Creativity – We understand the importance of thinking creatively about the way we work. Recognising the value in our diversity, seeking new perspectives and fostering a collaborative culture.

Job Description

JOB TITLE: Diocesan Director of Vocations

LOCATION: The Diocesan Office, St Nicholas Church, Boley Hill, Rochester, ME1 1SL

GRADE: Grade 8

REPORTING TO: The Director of Mission and Ministry Development

PURPOSE OF JOB

The Diocesan Director of Vocations (DDV) ensures that the vision of the Diocese, for vocations of all types, are integrated across the work of the Mission and Ministry Development (MMD) team. As an officer of the Diocesan Bishop, the DDV oversees the quality and effectiveness of discernment processes for locally recognised lay, licensed lay, and ordained ministry. Working with the MMD team, the role holder will lead efforts to empower and support Christians in discerning their vocations and promote and raise the profile of vocations through Diocesan structures. The DDV will manage the process, sponsorship, and preparation of those offering themselves for ordination.

KEY RELATIONSHIPS

- The Director of Mission and Ministry Development (line manager)
- The Bishop of Rochester and the Bishop of Tonbridge (who is the Sponsoring Bishop for ordinands)
- The Administrator for the DDV (line managed by DDV)
- A team of Assistant Diocesan Directors of Ordinands (ADDOs) and Vocations Advisors (VAs)
- The young vocations champion
- The Assistant Director of Mission and Ministry Development (regarding discernment for licensed lay ministry)
- The IME2 and CMD Coordinator
- The Children's, Young Peoples, and Families sub team.
- The National Ministry Team
- The Global Majority Heritage Vocations Champion
- The Warden of Lay Ministry
- The Diocesan Safeguarding Officer

Alongside these relationships the DDV will need to develop collaborative working with members of the Bishop's Leadership Team including the Diocesan Bishop, Archdeacons and Diocesan Secretary.

PRINICIPAL ACCOUNTABILITIES

Developing Lay and Ordained Vocations

1. Promote and release the people of God in the Diocese of Rochester to lay and ordained ministries within the church. The DDV will take responsibility for discerning, nurturing and developing vocations for a range of public ministries within the church, including licensed and commissioned lay roles and ordained ministry, in accordance with Diocesan strategy and national policy.
2. Develop a range of opportunities and partnerships to promote the exploration and training of vocations. The DDV, alongside members of the MMD team and other mission agencies, will liaise and work collaboratively to review and deliver appropriate forums, such as the current *It's Your Calling* days; promote training, short courses and certifications; and ensure the incorporation of all elements into the vocational work of the Diocese.
3. Identify and train suitable clergy and/or lay people to serve as Assistant Diocesan Directors of Ordinands (ADDO) and Vocations Advisors (VA), with the support of the Sponsoring Bishop, Archdeacons, and other relevant Diocesan staff. The DDV will also contribute to and advise the process of discernment for appointments to additional paid missional posts, such as strategic associates or lay ministerial posts.
4. Establish a workable pattern of meetings to support and oversee the work of ADDOs, VAs, and those involved in the collaborative work of discernment. This pattern of meetings might follow the following pattern, as set out below:
    a. Meet with Lead VAs once a year
    b. Meet with VAs twice a year, ensuring one meeting is a joint VA/ADDO meeting
    c. Meet with ADDOs quarterly, ensuring one meeting is a joint VA/ADDO meeting

Overseeing the Ordinations Discernment Process

5. Delegate appropriate aspects of the selection process to Assistant Diocesan Directors of Ordinands and be responsible for supporting, line managing, and supervising.

6. Advise the Bishops and Director of Mission and Ministry Development on national policy concerning vocation, selection, and training towards ordination, and, subject to the Bishop of Rochester's guidance, oversee its appropriate implementation in the Diocese. The DDV will develop good relationships with Theological Courses and College Principals, to promote the Diocese and its vision. This may include visits to theological colleges, where appropriate, and work that continues to foster the Diocesan partnership with St Augustine's College of Theology, specifically.
7. In relation to those in discernment for ordination, the DDV will:
    a. Lead those in discernment through an appropriate interview and discernment process, prepare required paperwork, take up references and guide those in discernment in response to their sense of vocation. When necessary, the DDV will meet with spouses or other appropriate members of candidate's households, unless those in discernment are working with an ADDO.
    b. Advise the Sponsoring Bishop about the suitability of those in discernment for sponsorship to Stage 1 and Stage 2 discernment panels.
    c. Arrange for Assessments for Psychological Wellbeing (APW) of prospective candidates, signposting to counselling if necessary.
    d. Liaise with the National Ministry Team of the Archbishops' Council and those in discernment about panel dates and venues and arrange applications to the Candidate's Panel for those in IME1 and IME2, when necessary.
    e. Arrange, through the office of the Diocesan Bishop. the obtaining of C4 Faculty for Candidates who require this before attending a Stage 2 Panel.
    f. Debrief candidates, in partnership with the Sponsoring Bishop, following their attendance at Stage 1 and Stage 2 panels and to ensure that adequate pastoral care is offered to those not recommended for training for ordained ministry.
    g. Prepare those who have the recommendation of pre-theological learning outcomes for candidate's panels.
    h. Keep abreast of the options of individual training pathways for ordination candidates and offer informed advice for IME1 leading to IME2, liaising with TEIs and the National Head of Formation, when necessary.
    i. Keep in contact with ordinands and their families in association with theological college/course staff and the Sponsoring Bishop during their training

j. Work collaboratively with the DDV Administrator, the Diocesan Secretary and Resources Team in overseeing the finances of those in training including arranging Diocesan maintenance grants for those training full-time at theological colleges and on mixed mode/contextual courses.
k. Liaise with the Finance Director and relevant staff in the Ministry Team in connection with the financial support offered to ordinands.
l. Maintain accurate, secure records and ensure relevant information is communicated between those in discernment, candidates and ordinands, Ministry Team, the bishops, the Mission and Ministry Development team and the Diocesan Office Administration.
m. Advise the Diocesan and Sponsoring Bishops about self-supporting priests or deacons who, if during their IME1 or IME2 training, wish to transfer to stipendiary ministry and, when necessary, arrange applications to a Candidate's Panel.
n. Work with the IME2 Coordinator, the Director of Mission and Ministry Development, and Archdeacons in the process of assigning ordinands to appropriate curacies.
o. Manage the process through discernment towards the candidates panel for those priests or deacons coming from other denominations or from other provinces of the Anglican Communion.

General Accountabilities

8. Endeavour to maintain and expand their own ministerial development and well-being, in agreement with the Director of Mission and Ministry Development and the Bishop of Rochester.
9. Seek opportunities to support the work of the national church, such as serving as a national selector for Stage 2 panels.
10. Manage and direct the work of the DDV part-time administrator.
11. Comply with Diocesan and National Safeguarding Code of Practice and guidance.
12. Undertake such other reasonable duties as may be required by the Director of Mission and Ministry Development and the Bishop of Rochester.

SKILLS AND EXPERIENCE

Qualifications, Experience, and Knowledge

- A deacon/priest with a minimum of 7 years in Holy Orders in the Church of England with experience of more than one context or tradition
- Experienced in working with people one-to-one, especially in vocational discernment
- Experienced in managing a small team
- Skilled in the leadership of task groups, including volunteers
- Knowledgeable about vocational pathways within the Church of England

Personal Attributes

- A prayerful and mature Christian disciple with gifts of discernment, wisdom and communication, and emotional intelligence
- A commitment to the development of the whole people of God
- Able to give direct and accurate feedback and guidance to those in discernment and bishops
- Able to hold the strategic ministry needs of the diocese in creative tension with individual vocational discernment
- Able to build trust and work positively with ordinands, clergy and parishes across all church traditions
- Willing to work with those in discernment and vocational opportunities during evenings and weekends as required

Skills

- Ability to manage own time and workload
- Ability to manage budgets for discernment and to understand training costs
- Able to work alone (e.g. in selection interviewing) and collaboratively as part of a team
- IT proficient, able to competently use standard office applications and able to manage complex administrative processes with pastoral skill, technical detail and awareness of issues concerning confidentiality and legality
- Able to travel to parishes across the Diocese

As a Diocese we take our safeguarding responsibilities seriously and are committed to ensuring that our churches and buildings are safe places for all. We expect that everyone

will work within safeguarding policy and complete all relevant training. In particular, the diocese expects anyone who becomes aware of a safeguarding risk or of actual abuse, to immediately raise this with their manager or safeguarding officer.

All appointments are subject to acceptable pre-appointment checks, and this role includes a satisfactory Enhanced DBS check.

COMPETENCIES

Achievement Drive – A desire to meet or exceed standards, welcoming feedback, and continually seeking to improve. It includes staying focused on goals over an extended period of time.

Relationships – The ability to understand the perspectives, feelings and concerns of others and initiate, build and maintain relationships in a mutually beneficial way. Recognise one's own feelings and those of others and manage emotions effectively.

Persuasiveness – The ability to convince others of a view, conclusion, position etc. Communicating in an impactful way, tailored to one's audience.

Problem Solving – The ability to investigate and breakdown a problem or situation into its component parts, identifying implications and the key underlying issues and establish possible solutions.

Independence – A demonstrated belief in one's capability to select an appropriate approach to a situation. It includes confidence in one's judgement or opinion and showing resilience in adversity. Know when to seek the support and advice of others.

Adaptability – The ability to adapt one's behavioural style or method of approach where necessary to achieve a goal. Responds to change with a positive attitude and demonstrates a willingness to learn new ways to accomplish objectives.

Teamworking – The willingness and ability to work co-operatively and collaboratively with others toward a shared goal, contributing actively to the team. Builds positive relationships and a sense of pride within the team.