



Team Vicar (0.5)

Parish of St John and St Luke, Bilton, Harrogate

(The post is combined with the Ministerial Development Officer (0.5FTE) for the Diocese of Leeds - see separate role description)

ROLE DESCRIPTION

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

Date:

1 Details of post

Role title (as on licence): **Team Vicar**

Name of parish: **St John and St Luke, Bilton**

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

Archdeaconry: **Archdeaconry of Richmond and Craven**

Deanery: **Harrogate**

Patron:

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 Parish of St John and St Luke, Bilton 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.
- **Resourcing Deanery**, supporting and working proactively with the Area Bishop, Archdeacon and Area Dean and Incumbent in establishing the Deanery Synod and Chapter as shared focal points for encouraging, nurturing and sustaining missional engagement in parishes across the deanery (see appendix REA Resourcing Deanery).

Specific

The person appointed will give focus to

1. Ministry team – the Team Vicar would intentionally complement an already well established and friendly team of ministers (Team Rector, Children & Young People’s Chaplain, Reader, and retired clergy) and committed and collaborative laity, including supportive churchwardens. We’re looking for a colleague who will add capacity and innovate, help us to be more outward looking, can be pioneering within a parish context, and who has a heart for building and maintaining relationships – a pastor(al) evangelist!

2. Those on the margins within our parish supporting their Christian journeys. The Team Vicar would be freed up to focus on supporting more informal entry points, encouraging pathways to growth in faith, and ensuring continuity of care as newcomers integrate more fully into our communities as we follow Jesus.

3. Engagement with families especially those who attend primarily to assist Church of England school applications. We have really good links with Richard Taylor Primary School, and St Aidan’s High School too, but how we integrate and encourage this significant constituency within our community remains both a challenge and an opportunity.

4. The PCC Objectives for the role:

- Build links with school qualifying connection families (primarily but not exclusively at St John's)
- Bring a fresh pair of eyes, and help plan and share in leading well established Café Church at St Luke's (2nd Sunday)
- Play an active part in monthly Monday First worshipping community, helping discern its next steps and encouraging lay leadership, and get to know Wednesday Thirst (if available midweek)

Depending on capacity, when the week allowed the postholder might also:

- attend monthly joint coffee morning at St John's Church Hall (10-12, 2nd Saturday) [well supported by all church communities and an efficient way to meet/reconnect with people pastorally]
- support dementia friendly Wellbeing Café (Wednesday pm, also St Luke's)
- Oversee lay led joint services on 5th Sundays (signpost to training, assist preparation, provide support, supervision, and feedback)

3 Key Working Relationships

The post of Team Vicar is combined with the Ministerial Development Officer (0.5FTE) for the Diocese of Leeds. Whilst this provides excellent opportunities for creative ministry, it is also important that the two positions do not unnecessarily compromise the postholder. To that end, and for a minimum of one year, a supervisor will be available to help ensure a reasonable and workable balance between the roles.

The Team Vicar will seek good working relationships with:

- 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 Council
- 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

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: <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.

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).

Where appropriate, 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.

The accommodation offered will be 8 Pecketts Way, Harrogate, North Yorkshire, HG1 3EW 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

DRAFT

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.