

ROLE DETAILS			
Job Title:	<b>Associate Vicar, Washington</b>	Date:	1 February 2026
Reports to:	<b>Rector</b> (Rev. James di Castiglione)		
Job Purpose	<p>Chanctonbury has a vision to see multi-generational church expressed in Washington through recruiting an Associate Vicar to spear-head growth amongst children and families.</p> <p>This post will support and release the Rector to oversee the ministry of the whole parish, through the role of Associate Vicar leading the ministry of Chanctonbury within Washington.</p> <p>Joining the Senior Leadership Team of Chanctonbury, this role will oversee the two existing Washington Sunday congregations, leading the support of the pastoral, sacramental and occasional offices needs of Washington villagers, pioneering mission and congregation planting amongst children and families, and leading the clergy involvement within the church school.</p>		

SCOPE OF ROLE		
Key Areas	Detail	Desired Impact
<b>Leadership, oversight and pastoral care of the existing Washington congregations</b>	<ul style="list-style-type: none"> <li>▪ On behalf of and in support of the Rector, providing spiritual leadership to Washington as a whole, overseeing the growth and development of both Sunday congregations.</li> <li>▪ Leading services, preaching and teaching, and presiding at Holy Communion, primarily within Washington.</li> <li>▪ Providing oversight and line management to the part-time Associate Vicar (SSM) in his ministry at Washington.</li> </ul>	<p>The spiritual and pastoral needs of the Washington congregations are excellently provided for.</p> <p>Existing congregational growth increasingly results in lifelong discipleship to Jesus.</p>

SCOPE OF ROLE		
<p><b>Missional, clerical leadership</b></p>	<ul style="list-style-type: none"> <li>▪ Overseeing the identification of congregation-multiplication opportunities within Washington village, particularly focussed on reaching new un-reached people groups - specifically starting with children and families.</li> <li>▪ Pioneering mission, church growth and congregation-planting amongst children and families through prayerfully developing shared strategy, before spear-heading the execution of the planting of new congregations.</li> <li>▪ Providing clerical oversight of the pastoral needs of future Washington congregations.</li> <li>▪ Ensuring congregational growth is both risk-oriented and pioneering, and geared towards longterm flourishing within the parish as a whole.</li> <li>▪ Sporadically supporting the congregations of the parish outside of Washington as part of the overall Chanctonbury ministry team.</li> <li>▪ Fostering the highest standards of excellence in safeguarding culture and practice in all ministry and mission.</li> </ul>	<p>Washington is well prepared, pastored, equipped and ready to plant more congregations.</p> <p>Mission within Washington is maximised and built upon towards lifelong discipleship.</p> <p>New growth amongst un-reached people groups is nurtured towards longterm multi-generational expressions of church.</p>
<p><b>Providing pastoral oversight and spiritual leadership to Washington C of E primary school</b></p>	<ul style="list-style-type: none"> <li>▪ Being the clergy governor to Washington school.</li> <li>▪ Providing the primary pastoral and spiritual leadership to the Headteacher, staff and governing body, including supporting their SIAMS development.</li> <li>▪ Overseeing and leading the mission strategy of Washington church within the school.</li> <li>▪ Providing key pastoral and clerical spiritual support to the school in times of crisis.</li> </ul>	<p>The pastoral and spiritual needs of the school are excellently provided for.</p> <p>The mission opportunities the school link provides are built upon and harnessed for greater impact.</p>

SCOPE OF ROLE		
<p><b>Pastoral oversight of the needs and missional opportunities within Washington village</b></p>	<ul style="list-style-type: none"> <li>▪ Providing oversight and primary delivery of occasional offices within Washington village and the Washington congregations.</li> <li>▪ Providing oversight, leadership and line management to voluntary leads of existing and future outreach projects of the church within Washington, maximising their potential and impact to produce lifelong disciples of Jesus (eg. Little Lambs toddlers / Washington School involvement etc.)</li> <li>▪ Providing the baseline clergy presence at relevant village events and activities that provide pastoral and mission opportunities.</li> </ul>	<p>Occasional offices are delivered excellently with skill and care within Washington.</p> <p>Mission within Washington is maximised and built upon towards lifelong discipleship.</p>
<p><b>Governance &amp; leadership</b></p>	<ul style="list-style-type: none"> <li>▪ Deputising as Chair of the PCC and governance sub-committees when required, including sharing in regular chairing of meetings.</li> <li>▪ Being a member of the SLT, sharing in the day-to-day strategic decision-making within church life.</li> <li>▪ Deputising for the Rector with responsibility for staff meeting content when required, including sharing in leading of staff meetings, SLT meetings, and staff appraisals.</li> <li>▪ Holding a ‘whole-church’ specific ministry brief - ideally in owning the development and fuelling of the discipleship culture of Chanctonbury.</li> <li>▪ Contributing significantly to the training and development of future Assistant Curates, ALMs, and those undertaking ordination discernment within the parish.</li> <li>▪ Participating fruitfully within the Storrington Deanery with fellow chapter colleagues, and in the wider life of the Chichester Diocesan Household of Faith.</li> </ul>	<p>Supporting the Rector through participating in the delivery of excellent governance, leadership, and safeguarding within the parish.</p> <p>Whilst retaining primary oversight for Washington, contributing senior clergy ministry within the parish as a whole through serving as a member of SLT and holding a central Chanctonbury-wide ministry brief.</p>

SCOPE OF ROLE		
<b>Policies, communication and management</b>	<ul style="list-style-type: none"> <li>▪ Maintaining good records, updated policies and procedures for ministries and responsibilities directly responsible for.</li> <li>▪ Maintaining a regular, healthy working relationship with the Occasional Offices administrator.</li> <li>▪ Communicating effectively across the plethora of ministries, activities, people and volunteers.</li> </ul>	The ministry rests upon solid foundations of excellent communication, and transparent paper work.
<b>Trusteeship and representing Washington church</b>	<ul style="list-style-type: none"> <li>▪ Being the clergy trustee of the Washington School House Trust.</li> <li>▪ Representing Washington Church in community matters (eg. Parish Council, housing development, liaising with the Pub, Parish Clerk, Community Centre committee etc.).</li> </ul>	The church is well represented and positively contributing to the common good in village matters.

PERSON SPECIFICATION	
Quality	Description
Personal Sense of Calling	<ul style="list-style-type: none"> <li>• An ordained Anglican priest with a calling to Chanctonbury Church and its' vision and mission.</li> <li>• Someone who is willing to model and example a wholehearted following of Jesus in a life of surrender, in order to fuel this culture throughout the church.</li> </ul>
Church Life	<ul style="list-style-type: none"> <li>• A person who can demonstrate an experience of spiritual leadership, and the oversight, development and equipping of voluntary teams.</li> <li>• A person who has a heart for serving a breadth of people and backgrounds in a semi-rural, mixed socio-economic and varied social context.</li> </ul>
Spiritual Depth	<ul style="list-style-type: none"> <li>▪ A person known to be deeply committed to the ministry of Word and Spirit.</li> <li>▪ A person given to personal and corporate prayer.</li> <li>▪ A person with evident prophetic sensitivity and wise discernment.</li> <li>▪ A person with emotional intelligence who has a proven track record in maintaining healthy personal relationships.</li> </ul>

## PERSON SPECIFICATION

<p>Embody the Chanctonbury Churches' values and vision</p>	<ul style="list-style-type: none"> <li>• A person who can demonstrate their commitment to and alignment with the 2033 vision.</li> <li>• A person who is fun, flexible and open-hearted.</li> <li>• A person who cultivates and demonstrates the core values and vision in their own life.</li> <li>• A person who is grounded in a passion for and submission to the authority of God as revealed through the Bible.</li> <li>• A proven disciple-maker, and enabler of others equipping them in making lifelong disciples of Jesus.</li> </ul>
<p>Physical, Emotional &amp; Spiritual Health</p>	<ul style="list-style-type: none"> <li>• A person who demonstrates an evident relationship with Jesus.</li> <li>• A person who is spiritually and emotionally mature.</li> <li>• A person who seeks out help from others when needed.</li> <li>• A person who is a good listener and communicator, with the ability to diffuse tension and resolve conflict.</li> <li>• A person who sets the highest possible standards of integrity, professionalism, godly character and humility.</li> <li>• A person who can demonstrate excellence in safeguarding culture and practice.</li> <li>• A person who has a proven track record of establishing healthy boundaries, who can demonstrate resilience in the demands of ministry, and who is committed to Sabbath patterns of rest and retreat.</li> </ul>
<p>Strength of character</p>	<ul style="list-style-type: none"> <li>• A person of integrity, always looking to grow and develop.</li> <li>• A person confident in sharing their opinion and thoughts.</li> <li>• A person always open to being challenged and willing to challenge those around them, including those in roles senior to them within and beyond the parish.</li> <li>• A servant-hearted person who has excellent leadership skills and is a strong team player, operating well both in authority and under authority.</li> </ul>