

## Role Description

### Section 1 – Details of the post

Name of office holder	
Role title (as on licence)	Senior Associate Minister for Growth
Name of benefice/parish	United Benefice of Combe Down with Monkton Combe and South Stoke.
Deanery	Bath
Archdeaconry	Bath
Stipendiary or non-stipendiary	Stipendiary
Proportion of time given to this role.	Full Time

### Section 2 – Role purpose: generic

#### Associate Minister

1. To share with the Bishop of Bath & Wells, the Bishop of Taunton and the Incumbent of the Benefice in the cure of souls in the parish(es).
2. To have regard to the calling and responsibilities of the clergy of the Church of England as described in the Ordinal, the Canons, national and local safeguarding policies, the Diocesan Guidelines for Clergy and all other relevant legislation, in accordance with the Archbishops' statement Guidelines for the Professional Conduct of the Clergy.
3. To collaborate with any other ministers in the parish/benefice, members of the Parochial Church Council and key lay leaders in the development of the church in the parish/benefice, having regard to the need for sustainability and effectiveness in mission.
4. To release the energy and gifts of the whole people of God.
5. To assist with providing a high standard of worship, preaching and pastoral care.
6. To be ready and willing to reimagine ministry and mission with the recognition that some initiatives may not always bear fruit.
7. To contribute, where appropriate, to the life of the wider church (at a deanery, diocesan or national level) and community.

### Section 3 – Role Context

We are looking for a Senior Associate Minister for Growth who will preach biblical truth, led by the Holy Spirit, and who will help us take the invitation of Jesus to the wider community.

### Section 4 – Role purpose: specific

1. To collaborate collegially with the Vicar in the mission and ministry of the whole parish.
2. To equip and encourage for mission the current groups of people who are involved in our church families.
3. Look to establish new worshipping communities to grow the church.
4. Function as an experienced missional advocate and connector across the parishes communicating what is happening to the worshipping community.

### Section 5 – Key contacts and relationships

Deanery and Diocesan contacts: [Diocesan Contacts List](#)

- The Diocesan Bishop, Dr. Michael Beasley
  - Suffragan Bishop (Taunton) Dr. Fiona Gibson
  - Archdeacon (Bath) Ven. Charlie Peer
  - The [Deanery Chapter and Synod](#)
  - The Area Dean: Rev'd Roger Driver; Lay Dean: Christine Absolon
- Diocesan advisers in specialist areas
  - Safeguarding: Ben Goodhind
  - Housing: Annabel Cook

Benefice contacts: [Benefice Contacts List](#)

- Benefice clergy
  - Rev'd Shawn Swinney: Vicar
  - Vacancy: Senior Associate Minister for Growth
  - Rev'd Ben Notley: Minister St Andrews Community Church,
  - Rev'd Chris Absolon: Minister St James the Great South Stoke
  - Rev'd Willaim Challis: Retired Clergy
- Readers and lay leaders in the parish(es)
  - James Bradby
- The churchwardens and the parochial church council(s) [Combe Down PCC](#)
  - Wardens**
    - Steve Machell: Holy Trinity and St Andrews
    - Sally Hogg: Holy Trinity and St Andrews
    - Jane Brady: St Michael's, Monkton Combe
    - Helen Green: St Michael's, Monkton Combe

- Sue McGrain: St James the Great, South Stoke
- Leadership team
  - Shawn Swinney: Vicar
  - Vacancy: Senior Associate Minister for Growth
  - Ben Notley: Minister for St Andrews
  - Liz Hume: Operations Manager for Holy Trinity and St Andrews
- Schools in the Benefice
  - Church of England schools
    - Combe Down Primary School
  - Other Schools
    - Mulberry Park Primary School
    - Monkton Preparatory School
    - Monkton Senior School
  - Schools outside the benefice with a relationship to Holy Trinity Combe Down
    - Ralph Allen Senior School
- Church and community groups
  - Youth Ministry
  - Children Ministry
  - Pastoral Ministry
  - Men's Ministry
  - Women's Ministry

## Section 6 – Parish/Benefice Summary

Number of Parishes	3
Patron(s)	1
Number of PCCs:	3
Number of Churchwardens	5
Number and type of Ministers:	4 clergy <i>including post holder</i>
Parish Paid Staff:	9
Parish Unpaid Staff:	1
Buildings (churches, chapels, halls):	<ul style="list-style-type: none"> <li>▪ Holy Trinity Combe Down, BA2 5JJ</li> <li>▪ Church Rooms, BA2 5EE</li> <li>▪ St Andrews Community Church, BA2 5QA</li> <li>▪ St Andrews Community Centre, BA2 5QA</li> </ul>
Churchyard(s):	2

**Section 7 – Sign off**

	Signature*:	Date:
Signed by Minister:		
Signed by Incumbent (if Role Description for Associate Minister):		
Signed by Archdeacon:		

\* This can be in electronic form.

**Following review, please send this to be signed off and saved by your Archdeacon.**