

Parish Profile

St Paul's with St Mary's Wooburn



*'To grow together in the love and knowledge of Jesus Christ
sharing his truth and blessings'*

October 2020

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Foreword

Thank you for reading our profile. If you are the new Vicar our Lord has chosen for us we pray that this touches your heart and lights your pathway towards us.

A Prayer for our Vacancy

Almighty God, we pray for the priest whom you are calling to serve with us here in Wooburn. May they bring both challenge and compassion. May they act as a catalyst for our growth in prayer, service and outreach for the people of these communities within and beyond the church. In the footsteps of our Lord and Saviour, Jesus Christ. Amen

Foreword from the Archdeacon of Buckingham

Wooburn is a collection of small Buckinghamshire villages on the south eastern edge of the large town of High Wycombe. There is a distinctively 'village' feel to the parish.

The benefice is unusual in that it remains a single parish. We believe that there is considerable potential for growth in the church, especially as it deepens its already close ties with the school and responds to the new development.

There is a strong and committed lay team who are looking forward to the future with a new incumbent. In recent years, the parish has been largely self-contained with little collaboration with neighbouring churches, the deanery or diocese. The church has recognised that the future lies in greater collaboration with others and a less 'parochial' outlook. There has been very positive engagement with the deanery and the diocese approaching, and during, the vacancy. Although the parish has not met its full parish share allocation for a few years, the deanery is confident in the potential of the parish for growth and a return to financial stability.

The deanery is very mission-focussed and there is a supportive chapter, making this a positive context in which to minister. As a result of this, the post could be well suited to a first-time incumbent.

For a priest who works collaboratively with clergy and lay teams this post offers a supportive and willing congregation and an exciting opportunity to build an invitational culture which will support greater community engagement and growing involvement in the life of the deanery and diocese.

The new Vicar will be committed to the diocesan vision of becoming a more Christ-like Church for the sake of God's World – contemplative, compassionate and courageous – and to developing the life and missional opportunities of this church.

I commend this profile to you and I would welcome conversations about the role with interested candidates.



Ven Guy Elsmore,
Archdeacon of Buckingham

Welcome

Welcome to the Parish of St Paul's Wooburn. Our Parish consists of the parish church of St Paul's and a daughter church, St Mary's, which is used as a Pastoral Centre – collectively we call ourselves 'St Paul's with St Mary's, Wooburn'.

The Parish is a collection of small villages, with a population of about 5000 people situated in the Thames Valley some 30 miles west of London. Wooburn is equi-distant between the larger towns of High Wycombe (M40 Junction 4) and Maidenhead (M4 Junction 8/9).

After a ministry of 17 years our previous Vicar has retired and we are looking for a new incumbent to work with us and take us forward.



Covid-19 our response

Whilst our Church building may have closed its doors, ministry and mission for St. Paul's with St. Mary's did not stop during lockdown:

- Our Pastoral Team has grown, ensuring we keep in touch with the elderly and vulnerable members of our congregation,
- Our weekly Service sheet evolved to include: the readings for the week, a reflection from the person who was due to preach that week, intercessions, notices and an update from one of our Church Warden's. This is emailed to our contact list (over 100 people) and hand delivered to those not online,
- Our website and Facebook pages are regularly updated ensuring everyone is aware of the different forms of worship available within the Oxford Diocese,
- Zoom has been used to start a Wednesday Night prayer Service led by our LLM in training and Lay Members of our congregation,
- An expanded Prayer Ministry Team meets weekly on Zoom to pray for the needs of our Church and the wider world. We have also worked with and supported local Churches attending weekly Zoom Community Prayers and Prayer Walks when permitted,
- Our LLM in training produced a 5-part study on the Book of James which included a weekly study pack being sent out followed up by a virtual meeting in a 'House Group' format.
- As part of the local Churches response to 'Thy Kingdom Come' we took part in a 36-hour wave of prayer and organised a children's lunch Zoom meeting which included a bible story, craft activity and some prayer time.
- We have continued to work with the One-Can Trust, our local food bank; supporting the introduction of a collection point in our car park in addition to the one in our Church building,
- We made St. Paul's Church available for private prayer as soon as it was safe to do so and have celebrated a Wedding within the current guidelines.

Through these initiatives, we have been able to bring together different members of our congregation developing new friendships and further building on our fellowship. These actions have enabled us to maintain a sense of unity and connection and have also given us time to reflect on what is important to us: pastoral support, lay involvement in our worship and keeping connected.

We returned to our Church Building for Sunday Services on 21st July but have continued with all our online initiatives believing that they are paramount in keeping our whole congregation involved. We are currently working on plans for Remembrance Sunday and Christmas. Whatever situation we are in at that point, we want to ensure we can connect with our congregation and our community.



Our Vision for the future

We have focused on being a **Welcoming Church** and we now want to take this forward, becoming an **Inviting Church**.

We are seeking someone who can work with us, and help us as we –

- Look for new and innovative ways to **Invite** in people of all ages who do not currently worship with us
- Look for new and exciting ways to **Invite** current members of our church into a deeper relationship with God,
- Look for new and exhilarating ways to **Invite** the Holy Spirit to inspire us and move within our church family.

As we started the vacancy process, we asked our congregation four questions, and we will refer to these in the Profile using ‘word clouds’. The first two questions looked at where we are now.

What do you value most about St Paul's with St Mary's, that you would like to thank God for?



What do you feel we do well at St Paul's with St Mary's?



Our current Vision statement is -

**‘To grow together in the love and knowledge of Jesus Christ
sharing his truth and blessings’**

Over the past two years the PCC has spent time looking at our missional aims and the opportunities we have to live this vision in our church and beyond. We have split this into three key areas, **Spiritual & Fellowship Growth, Congregational Growth and Giving Growth**. This has driven all the plans we have put in place and also aligns with the Diocesan vision to be a more contemplative, compassionate and courageous church.

We pray our new priest can help us to:

- Invite the Holy Spirit to feed and grow our congregation, utilising our talents to spread God's word.
- Be more engaged with and reach out to the wider community inviting them to join us.
- Realise the practical actions needed to become an inviting Church and daily live our vision of 'Growing in Love Together'.

When we asked our congregation what we should be doing in the next ten years they told us;



Are you the person God has in mind to work with us to achieve this?

Our Hopes for our new Incumbent

'Keep watch over yourselves and over all the flock, of which the Holy Spirit has made you overseers, to shepherd the church of God that he obtained with the blood of his own Son'

Acts 20 v 28

We asked the congregation:

What are the main characteristics you are looking for in our next Vicar for St Paul's with St Mary's?



We hope that our next Vicar will be someone who...

- Is a compassionate and approachable Vicar who values all ages and backgrounds,
- is a team player who wants to be part of, and can mentor, support and develop an active team of lay colleagues including a committed and active PCC enabling us to develop our vision and missional strategy,
- has a passion for ministry with children and families and will continue to nurture the links we have with the primary schools in our parish,
- is firmly rooted in God's word; who is an enthusiastic, inspirational and challenging speaker for all, with whom we can journey alongside to grow in faith, and to help us to bring others to know Christ,
- has energy, commitment, a good sense of humour and fun; someone who values everyone,

- is motivated, approaching the role in a flexible and creative way, and having a willingness to “muck in”!
- is keen to engage with our local community, Deanery, Diocese and other local Churches as we reach beyond the walls of the church
- is committed to following best safeguarding practice; helping us to ensure that we are welcoming, inclusive and safe communities for people from all walks of life.

As one member of our congregation summed it up in their response ‘We are seeking someone who is an enthusiastic and engaging leader, who sees us just as we are, is excited by us and can see a way to take us further.’

In return we can offer:

- A warm and friendly congregation who welcome all ages and backgrounds,
- Different styles of worship; both traditional and modern,
- A supportive Parochial Church Council, Church Wardens, Lay Minister, and a Retired Minister,
- Paid administrative support who works 10 hours per week
- Enthusiastic lay involvement in the life of the Church, including strong teams leading prayer ministry, pastoral care, music and children’s work,
- A beautiful Church Building, a recently refurbished Church Hall and a separate Pastoral Centre, coming together as one Sunday Congregation
- A detached four-bedroom house in the centre of Wooburn Green,
- Excellent local schools, rail links to London and Oxford and easy access to the M40,
- A supportive team of ministerial colleagues in the Wycombe Deanery.

We hope that this profile has touched your heart, if so please read on to get to know us in more depth.



Charlotte Lawson
Warden



Chris Berry
Warden

Who we are

Over the past few years our ministry has focused on two main areas –

- All member ministry
- A ministry of welcome

Our church is a relaxed, friendly and growing Christian community, we do not take ourselves too seriously and enjoy being in each other's company for both worship and fellowship. While we do not currently robe for services, we do cherish the church traditions. We place great value on liturgy, following the lectionary each week, and singing a mixture of traditional hymns and more recent worship songs. Visiting clergy have described our congregation as 'being vibrant' and we have a wide range of ages attending.

Our current Services are as follows:

Service	Time	Location	Style	Average Attendance
Sunday 1 st and 3 rd	9.30am	St. Paul's	Contemporary Service led by our Worship Band. Communion is at the start of the Service and the children move to the hall for Sunday Club after this returning for the final blessing.	70
Sunday 2 nd and 4 th	9.30am	St. Paul's	Traditional Style with music from our organ or piano and accompanying musicians. The children start in the Hall for Sunday Club and join the main service for Communion.	70
Sunday 5 th	9.30am	St. Paul's	All-age Service (no Sunday Club).	70
Sunday 4 th	8.am	St. Paul's	Said BCP Communion.	6
Friday – term time	12pm	St. Mary's	Brief Communion Service, followed by a simple lunch.	10
Wednesday Night Prayers	8pm	Zoom	A short lay-led evening prayer Service, which we started during Covid-19 and would like to keep going.	20

We also have a number of Special Services during the year:

- Lent: 8.00pm Ash Wednesday, 8.00pm Maundy Thursday and 2.00pm Good Friday (the hour before the Cross),
- Pre-Christmas: a Sunday evening Carols by Candlelight service and the Sunday before Christmas a 'Book of Common Prayer Service with Carols' at 9.30am.
- Christmas: Christmas Eve Crib Service (standing room only!), Midnight Mass, 9.30am Christmas Morning.
- Remembrance Sunday: Joint Service with the local Community Church, Scouts and Guides at the village War Memorial on the Green.
- Revive & Refresh Morning: a contemplative morning held twice a year for a time of quiet reflection and prayer



Occasional Services during 2019

Service	Number
Persons baptised	18
Couples married	3
Funeral services in church	9
Funeral services at a crematorium	2

Our current Baptismal policy is that we believe that all are welcomed into the family of God and, as such, we will not refuse to baptise anyone.

Our Electoral Role as at October 2020 is 90

Children's & Youth Ministry

We support communion before confirmation, preparing and admitting 7 Children to communion in January 2020, the youngest being eight years old. The last full Confirmation service was in July 2017 and this is something we hope to encourage in the future.

Our Sunday Club meets during the 9.30am Service, for children up to the age of 12. Numbers vary from 10 to over 30 each week (with 90 different children attending in the last year). Over the twelve months we have covered many topics including the early life of Jesus and what life is like for Christians around the world. This is taught through stories, games and crafts.

JAG (Jesus and God), is aimed at children aged 10-16. It started in 2018 and has gradually grown with 15 children attending the last session. They meet once every half term on a Sunday afternoon, combining fun games and activities with study. JAG is currently using the Youth Alpha materials in its sessions.

We have regular interaction with our church school: leading assemblies and prayer tent (reflection) sessions for smaller groups of children. For the last three years, we have sponsored an annual visit by iSingPOP who teach the children new Christian songs and music (<https://www.isingpop.org/>) The highlight of the week is a concert, held in church, for the children to perform their new songs. This has strengthened our links with the school and through this a number of school families have attended other services and events we have held.



House Groups

We have 4 House Groups running during the week, two daytime and two evening. Currently, they use a mixture of their own study topics and Church led themes.

We last ran Alpha in March 2018 and have offered resources for individuals and housegroups to study during Lent and Advent. These have included the Pilgrim Course and #FollowTheStar and #LiveLent.

Prayer Ministry & Prayer Chain

Our Prayer Ministry Group meets on a regular basis to pray for the needs of the congregation and wider area. The team have continued to meet once a week via Zoom during the lockdown. The team also offer one-to-one Prayer Ministry through the spirit and laying on of hands after the Sunday Service. Our Prayer Chain using WhatsApp is a wider group of church members who commit themselves to pray for requests.

Pastoral & Welcome Team

Over the past 12 months we have concentrated on our Pastoral team and have worked to define and communicate to our congregation what this team does and the help they can provide. This has been particularly important during the Coronavirus Lockdown when we have sought to support church members both on their own and those self-isolating.

We have also worked to expand our Welcome Team to improve the experience that people get when they walk through our front doors either for the first time, or for the thousandth time.

Fellowship

Fellowship is an important aspect of our church – we enjoy coffee after the Sunday services and meet regularly for shared lunches or annual events such as our Teddy Bear Parachute day where children bring their teddies to Church and see them parachute down a zip wire from the Church Tower! On the Second Tuesday of each month a member of our church family hosts a Coffee & Conversation morning which is open to all church members to come together for a time of fellowship. Attendance varies between 5 -15.

One activity that has proved particularly successful is our Family Breakfast on the first Saturday of each month. This is held at St Mary's; a full English cooked breakfast is enjoyed by both church members and by some for whom this is their only experience of church. The profits are given to a different charity each month.

We have a strong link with The Walk Church and School in Nakuru, Kenya and several members of our church family have visited them. We are very active in helping the UK charity that supports the church and school with their fund raising activities with both individual support and hosting events, such as a Burn's Night Celebration and Quiz Nights.



Our Ministry Team

Over the past few years we have concentrated on All Member Ministry and have encouraged our congregation to take an active role in the church's ministry. As a result:

- We have 7 lay people aged 16 to over 80, who enjoy getting involved in preaching which gives a breadth of styles and experiences.
- There are lay rotas for our intercession and prayers, for reading and for administering the chalice.
- We have an active Prayer Ministry team who offer individual and confidential prayer through the spirit and laying on of hands after our Sunday service each week.
- The children's work is co-ordinated by two Lay Leaders and is run by a team of dedicated parents and helpers, all of whom are DBS checked.
- We are blessed with some very talented musicians and have both a worship band and more traditional styles of music to support our services.
- We have a Pastoral Care team which is coordinated by a lay member of our church family. This has been particularly vital in our response to the Coronavirus situation.
- We currently have a LLM in training who should be licensed to St Paul's in November 2020. Doral is an active member of our church, she leads our Revive and Refresh mornings, is involved in our children's work and our music. Doral is also one of our Deanery Synod Representatives. We believe she will continue to have a significant role within the ministry of our church in the coming years.
- During our vacancy we have been blessed with support from Peter, a retired Vicar. He would be happy to assist any new Vicar, as and when required.



Church Management

The Parish has one PCC which includes our two Wardens, three Deanery Synod representatives and 10 elected members. The PCC is fully supportive of the incumbent and members take an active role in our ministry.

We also have a part-time paid Parish Administrator who assists the Vicar in the day to day running of the Parish. This includes the management of our Hall lettings, production of service sheets and upkeep of our website and Facebook pages.

Safeguarding

We have a well-established Safeguarding team which includes a member of the Diocesan training team. The PCC has fully adopted the Diocesan Safeguarding policies.



Our Finances

We have a 'Giving Policy' to donate 5% of our total giving received and this is then split between -

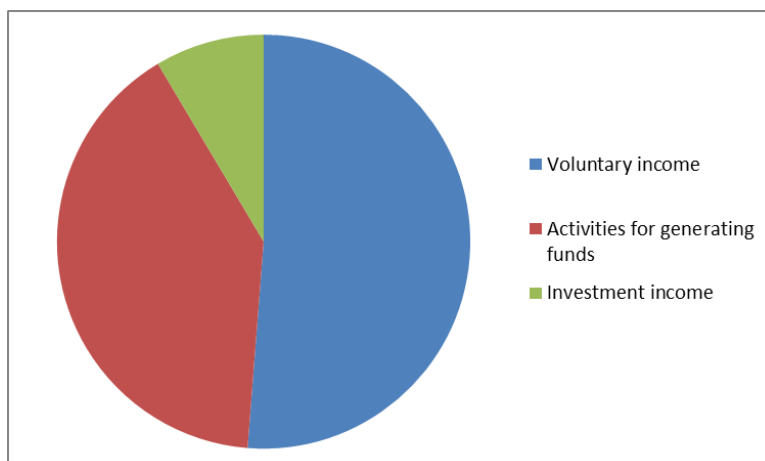
- local charity – Wycombe Homeless Connection,
- national charity – iSingPOP
- international charity – the Walk Centre Church and School in Nakuru, Kenya

Below is a high-level view of our financial position as at 31st December 2019.

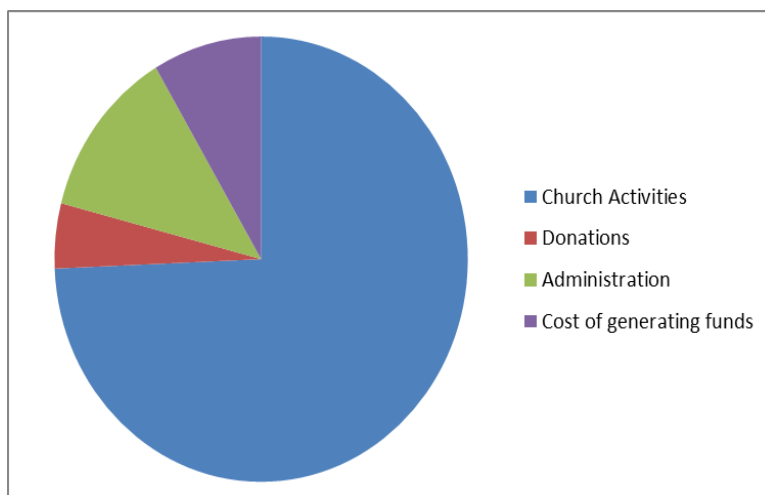
Income & Expenditure

Our total income was £72,652 against expenditure of £76,483 meaning we ended the year with a shortfall of £3.831.

Income



Expenditure



We are currently on a Parish Share Recovery Plan and the above figures reflect that we did not pay our full Parish Share in 2019. The payment under the Recovery Plan was £19,100 less than the full figure of £59,688.

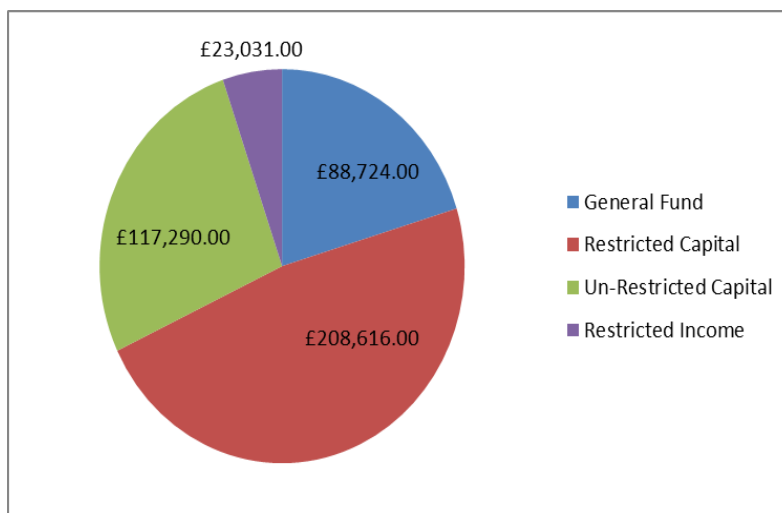
Our Parish Share for 2020 is £64,500 and our payment will be 84% of this. We plan to be back on 100% by 2021/22.

The Recovery Plan relates back to unexpected costs of over £400,000 to repair the roof which resulted in us being unable to pay our full Parish Share.

We have recently moved on to the Parish Giving Scheme with the hope of replicating the Diocese trend of improved regular giving. We intend to meet our Parish Share through a combination of congregational growth, existing givers and developing creative ways to drive income.

Capital Position

We are however blessed with having substantial capital in reserve –.



This totals £437,661 as at 31st December 2019. However, the value of our investments will have been affected by the market falls due to the Coronavirus pandemic.

We have also not yet seen the full impact on the lockdown on our financial position.

Our Buildings

St Paul's

There has been a place of worship on the site since the 12th Century although what you see today is largely from the mid Victorian period. The building was heavily re-modelled in the 1850's.

The church has one main nave area, chancel and high altar. There is a vestry to the side of the building. Some time ago we established a 'Music Corner' which is used by our Worship Band and other musicians.

The church has an internal toilet and small kitchen area that was built in a disused boiler room approximately 10 years ago.

In 2010 we discovered problems with water ingress which resulted in us having to replace the entire roof. This was completed in 2016 with a new stainless steel roof being fitted – this has a life expectancy of c100 years. This was mainly funded by a Heritage Lottery grant.

The last Quinquennial was carried out in 2017 and while there were some minor remedial issues that required attention there were no major defects identified.



Church Hall

Next to the church is a large, self-contained hall. The hall has a wide range of uses including our children's ministry on a Sunday morning. We also run a Messy Tuesday Craft & Play meeting during the school holidays, when most other local child-friendly activities have closed down.

The Hall is in use most days with 3rd party hirers including various fitness and dance classes and is self-financing from rental income. The hall also produces a surplus income for the Church.

In 2019 the facilities were updated with a new kitchen and the building painted throughout.

In the future we would like to upgrade the toilet facilities and install an accessible toilet.

St Mary's Pastoral Centre

There has been a church presence in the west side of the parish since the early 1900's when a piece of land was gifted to the Church and a traditional 'Tin Hut' church built.

The land was part of the 'Glory Mill' paper mill which specialised in the production of photographic paper. Production of paper ceased in the 1990's and the site was subsequently zoned for development.

St Mary's was on the main road through the village where the developers wanted to build their show homes. One of the Planning restrictions was that a Place of Worship had to be on the site and as a result a land swap was negotiated which saw the developers take over the old St Mary's site and build a new church near the back of the development.

The building was handed over in 2000 and dedicated by the Bishop of Buckingham in February 2001.

This building is self-contained with a hall, a lockable chancel, two side rooms and an upstairs meeting room.

There is a separate kitchen, toilets and an office which is used by our Parish Administrator.

Again the hall is regularly used by 3rd Party hirers including Slimming World and Baby Sensory classes. As a result St Mary's is also self-supporting and produces surplus income for the church.

Legally St Mary's is a Chapel of Ease

The last Quinquennial was carried out in 2016 and identified some minor remedial issues. The building would benefit from being redecorated throughout and we have plans to do this over the next 12/18 months.



The Vicarage

The Vicarage is situated approximately 1 mile from each of the church buildings. It was built in the early 1970's and is a detached four-bedroom chalet style house.

The property is double glazed throughout and is fitted with a burglar alarm. The house has two reception rooms and a separate study – although this does not have separate access.

The house also has a downstairs guest toilet.

The house is set in a well maintained, level garden with views over open farmland to the rear.

The Vicarage is situated in a road off the Green and is within easy walking distance of most village amenities.



Where are we

Wooburn is a 'long' village, approximately 30 miles west of London, which follows the River Wye before it joins the Thames in Bourne End.

Wooburn Green is the collective name for the smaller villages of –

Wooburn Town – the main church is situated here

Wooburn Green

Wooburn

Wooburn Common

Wooburn Moor

Berghers Hill

Wooburn is largely a residential area and has good commuter links with London, Oxford and Reading. Wooburn has one other Church, an independent charismatic community church based on The Green but holding its Sunday services in a school in the next village.

Wooburn Green has a range of small 'village' shops including a Tesco convenience store, pharmacist, hairdresser, fish & chip shop and other food establishments. The Green also benefits from doctor and dentist surgeries. About 2 miles west of the village green is a large Tesco supermarket.

The area benefits from a large open area – Wooburn Park – which is used by many local residents and is home to both a tennis and cricket club. The Park is also used by football groups and has a children's play area.

Socially and economically the area is very mixed with large expensive properties to the east of the Parish and an area of mixed housing including older social and housing association properties to the north. There are three large housing estates dating from the 1960's which are mainly occupied by young families.

The area is well served with transport links with both the M40 and M4 being within a short drive and there are train stations in High Wycombe or Beaconsfield into London, Marleybone and Bourne End into London, Paddington.

Wooburn has two Primary schools –

St Paul's Church of England Combined School - <https://www.stpaulsschool.co.uk/>

Wooburn Green Primary School - <https://www.wooburngreenprimary.co.uk/4>

Bucks operate a selective system at secondary school level with upper schools in Bourne End and Beaconsfield, and grammar schools in High Wycombe, Beaconsfield and Marlow.

There are further education colleges in Flackwell Heath, Henley and Amersham.

High Wycombe is home to Bucks New University campus.

Planned Development

There are plans to build up to 150 new homes in the village on Slate Meadow, a previous area of Green Belt land that was re-zoned some years ago. There are also plans to build 44 1 and 2 bedroom retirement apartments just off the village green.

Both of these building plans will see new people moving into the village. The Slate Meadow project represents both an opportunity of new residents in the parish and a challenge for us as it will impact on the Church of England school which is sited opposite, as well as the local infrastructure. We recognise that we will have a pastoral need to support school families and other concerned residents.

The Wycombe Deanery

The Wycombe Deanery is a family of 35 Anglican churches who - together with our ecumenical friends - serve the 150,000 people living in and around High Wycombe. Together the Deanery Churches comprise over 3,000 Christians living, working and playing our part in the growth of God's Kingdom here.

Our 3 core principles are:

1. Serving our fellowships

By which we mean:

- Always seeking the good of each parish
- Focusing on people and right relationships, not buildings or structures
- Acting in a collaborative and mutually supportive way

2. Shaping our future

By which we mean:

- Taking responsibility for the future of the Deanery, which is in our own hands under God
- Proactive long-term planning for growth
- Bold and realistic plans for short / medium-term sustainability

3. Spurring on our friends

By which we mean:

- Exploring new ways to grow in love and in our calling
- Enabling parishes to work better together
- Learning from each other and identifying partnerships
- Supporting, encouraging, unifying and inspiring:

To enable this, our key groups are the:

Deanery Chapter - a bi-monthly gathering of clergy, modelled on the Upper Room of the book of Acts, where we gather together to pray, to encourage each other and to seek the leading of the Holy Spirit together.

Deanery Synod - a quarterly gathering of elected leaders from our 35 churches, where we devote at least 50% of our time to focusing on what is inspirational or missional, or both.

Deanery Leadership Teams - our Mission & Pastoral Committee and Standing Committee provide a lead on strategic, operational and financial aspects of Deanery life and consist of gifted lay and clergy representatives from the churches.

This feels like a time of new beginnings in the Wycombe Deanery. In October 2019 we held 'Sharing the Fire', a Deanery-wide worship celebration attended by 475 people who left with a renewed sense that the fire of God's Spirit is spreading across our churches.

We are currently preparing our new Deanery Plan for 2021-25, key elements of which will include: training young leaders for children's ministry, a resource church in High Wycombe and a strategy for rural churches.

Lay Chair: Graeme Slocombe

Area Dean: Rev. Dave Bull

Assistant Area Dean: Rev. Hugh Ellis

Next Steps

Thank you for taking the time to read our Profile. If you would like to discuss this further please feel free to contact any of the below.

Name	Role	Contact Details
Ven. Guy Elsmore	Archdeacon	archdeacon.buckingham@oxford.anglican.ord
Rev. Dave Bull	Area Dean	dave.bull@4u-team.org
Charlotte Lawson	Churchwarden	07734 965249
Chris Berry	Churchwarden	07568 511647



Appendix 1: Provisional Role Description.

Appendix A

The following provisional role description will apply from the date of licensing. It will be reviewed by the postholder and the Archdeacon of Buckingham approximately six months after the date of licensing. Amendments will be made where necessary, by agreement.

PROVISIONAL ROLE DESCRIPTION

SECTION ONE: DETAILS OF POST

Role title:	Vicar
Type of role:	Full time stipendiary
Name of benefice:	Wooburn St Paul
Episcopal area:	Buckingham
Deanery:	Wycombe
Archdeaconry:	Buckingham
Conditions of Service:	Please refer to Statements of Particulars document issued in conjunction with this role description
Key contact for Clergy terms of Service:	Archdeacon of Buckingham This role falls within the Clergy Terms of Service formally known as Common Tenure. The Archdeacon of Buckingham is the designated person by the Bishop of Oxford to issue the Statement of Particulars for the post holder.
Accountability:	Priests share with the Bishop in the oversight of the Church. Whilst, as an office holder, the individual is expected to lead and prioritise work in line with the purpose of the role, they are encouraged to inform the Archdeacon and Churchwardens about any issues exceptional or otherwise that have the potential to affect ongoing delivery of ministry.
Additional Responsibility:	None

SECTION TWO: CONTEXT

Wider Context

The Diocese of Oxford serves the mission of the Church in Buckinghamshire, Berkshire and Oxfordshire. The Diocese comprises more than 600 parishes, with over 800 churches, serving a diverse population of more than 2 million people located in all types of settings.

Due to the size and complexity of the Diocese, we have three Area Bishops who exercise considerable strategic and pastoral oversight for their Areas. The Bishop of Buckingham is the Rt. Revd. Alan Wilson who has been the Area Bishop since 2003. The Archdeacon of Buckingham is Ven. Guy Elsmore who has been in post since 2016.

Since the appointment in 2017 of the Rt. Revd. Dr Steven Croft as Bishop of Oxford, a new common vision has emerged for the Diocese of Oxford. The vision is based on the qualities described in The Beatitudes and addresses what kind of church we are called to be:

**a more Christ-like Church for the sake of God's world:
contemplative, compassionate, courageous.**

Together we have identified five themes for our common life. These are not a description of everything the Church does, but they do represent the areas God is currently calling us to:

- Making a bigger difference in the world
- Catechesis and discipleship
- Growing new congregations
- Serving schools, children and young people
- Celebrate and Bless Milton Keynes

These priorities are being supported centrally by resources, training, conferences, workshops, and much more. The Diocese is inviting benefices and their priests to share a vision rather than demanding a response. It wants its entire clergy to flourish in ministry and to deepen their enjoyment of God.

It is hoped that all clergy appointed into the Archdeaconry of Buckingham will want to commit to the Diocesan vision and to encouraging their benefices to share in becoming a more Christ-like church for the sake of God's world.

Local Context

Wooburn parish is a collection of small villages, with a population of about 5000 people situated in the Thames Valley some 30 miles west of London. Wooburn is equi-distant between the larger towns of High Wycombe (M40 Junction 4) and Maidenhead (M4 Junction 8/9)

Our church is a relaxed, friendly and growing Christian community, we do not take ourselves too seriously and enjoy being in each other's company for both worship and fellowship.

Visiting clergy have described our congregation as being 'vibrant' and we have a wide range of ages attending.

After a ministry of 17 years our previous Vicar has retired and we are looking for a new incumbent to work with us and take us forward. We have focused on being a **Welcoming Church** and we now want to take this forward, becoming an **Inviting Church**.

For more information, see the parish profile.

SECTION THREE: ROLE PURPOSE AND KEY RESPONSIBILITIES

General:

- A. To exercise the cure of souls shared with the bishop in *this benefice* in collaboration with colleagues, including the praying of the Daily Office, the administration of the sacraments and preaching
- B. 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
 - bringing the grace and truth of Christ to this generation and making him known to those in your care
 - instructing the parishioners in the Christian faith
 - preparing candidates for baptism and confirmation
 - diligently visiting the parishioners of the benefice, particularly those who are sick and infirm
 - providing spiritual counsel and advice
 - consulting with the Parochial Church Council on matters of general concern and importance to the benefice
 - bringing the needs of the world before God in intercession
 - calling your hearers to repentance and declaring in Christ's name the absolution and forgiveness of their sins

- blessing people in God's name
- preparing people for their death
- discerning and fostering the gifts of all God's people
- being faithful in prayer, expectant and watchful for the signs of God's presence, as he reveals his kingdom among us

C. To share in the wider work of the deanery and diocese as appropriate, for the building up of the whole Body of Christ

Key responsibilities specific to the local situation

Help and enable us to:

- Invite the Holy Spirit, to feed and grow our congregation, utilising our talents to spread God's word
- Be more engaged with and reach out to the wider community inviting them to join us
- Realise the practical actions needed to become an inviting Church and daily live our vision of 'Growing in Love Together'.

Other responsibilities

- Participate in the Bishop's Ministerial Development Review scheme and engage in Continuing Ministerial Development
- Carry out any other duties and responsibilities as required in line with the benefice needs.
- Take care for their wellbeing including health and safety and building a good repertoire of spiritual and psychological strategies

SECTION FOUR: BENEFICE SUMMARY

The Benefice of

Benefice:	Wooburn St Paul
Patron(s):	Bishop of Oxford
PCCs:	1
Churchwardens:	2
Benefice paid staff:	1 (part-time)
Benefice unpaid staff/ volunteers:	1 LLM to be licenced 7 th November 2020
Buildings:	2
Churchyard(s):	1
Church Tradition:	Open evangelical
Pastoral Reorganisation proposals:	None

For more detailed information, please refer to the Parish Profile.

SECTION FIVE: KEY CONTACTS FOR THE ROLE

Generic and specific to the role

Groups & committees

- The PCC(s)
- Deanery Chapter
- Deanery Synod
- Deanery Pastoral Committee

In the benefice

- Churchwardens
- Ministerial Colleagues
- Head teacher(s) of local school(s)

Support structures

- Area Dean
- Area Bishop
- Area Archdeacon
- Spiritual director, work consultant, etc
- Staff at The Diocesan Office with key responsibilities for various aspects of supporting

SECTION SIX: OTHER

This role description is issued alongside and should be read in conjunction with the following documents:

The Ordinal

The Canons of the Church of England

Guidance for the Professional Conduct of Clergy

Bishop's Licence

Statement of Particulars issued to the office-holder on successful appointment

Diocesan Clergy Handbook

Parish Profile

Ministry Action Plans (MAPs)

Any objectives discussed and agreed between the post holder and the supervising minister

Role description signed off by: The Venerable Guy Elsmore, Archdeacon of
Buckingham

Date: tba

To be reviewed next on: tba