

## Diocese of York

Role Description: The parishes of Rudby in Cleveland w Middleton, Crathorne, Whorlton w Carlton and Faceby

House for Duty Assistant Minister (Interim post for 3 years from appointment)

### 1 Introduction

This role description should be reviewed 6 months after the commencement of the appointment, and if necessary at Ministerial Development Review, alongside the setting of objectives.

### 2 Details of post

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| 2.1 | Role title                                   | House for Duty Assistant Minister  |
| 2.2 | Parishes                                     | Rudby in Cleveland w Middleton, Crathorne, Whorlton w Carlton and Faceby |
| 2.3 | Deanery and Archdeaconry                     | Stokesley, Cleveland   |
| 2.4 | Initial point of contact on terms of service | The Diocesan Chief Executive   |

### 3 Role purpose: Generic

- 3.1 To share with the Archbishop, the Suffragan Bishop and the Incumbent in the cure of souls in the parishes and exercising supporting leadership accordingly, in the context of the diocese's mission to be *Generous churches making and nurturing disciples: growing in Christlikeness, commitment, partnership, influence and numbers*.
- 3.2 To be licensed ordained minister in the parish, having regard to the calling and responsibilities of ministers in the Canons, national Safeguarding policies, and all other relevant legislation and policy statements. The post holder will be required to have regard to the calling, expectations and responsibilities of public ministers as described in the Ordinal and the Archbishops' statement *Guidelines for the Professional Conduct of the Clergy*.
- 3.3 To work with the incumbent and other ministers in the parishes and with members of the Parochial Church Councils in the development of the church in the parishes, having regard to the need for sustainability and effectiveness in mission.
- 3.4 To ensure that a high standard of worship, preaching and pastoral care is provided including general pastoral visiting and conducting occasional offices.

- 3.5 As a collaborative and prayerful assistant minister, to nurture discipleship and develop the ministry of all God's people, through training, co-operation and support, encouraging all people as appropriate to take responsibility for the mission and ministry of the parish, and seeking to identify potential future leaders and ministers (both lay and ordained).
- 3.6 To help lead the strategic development of the parishes; to encourage parishioners to participate in, and make use of, diocesan programmes of mission and development, and to have regard to them in planning.
- 3.7 To collaborate with others in the deanery in mission and ministry, and through deanery planning, participate in the future shaping of ministry according to the parameters of resources and opportunities.
- 3.8 To be pro-active and constant in seeking the fullest possible degree of ecumenical cooperation and commitment.

#### **4 Role purpose: Specific**

The specific responsibilities of the role will develop in collaboration with the Priest-in-Charge, depending on the gifts and skills of the appointee. They may include one or more of the following:

- 4.1 To work with the parishes to facilitate closer working during a period of transition.
- 4.2 To help to develop lay and diaconal ministries across the parishes, and to work to encourage team working amongst the emerging ministry team.
- 4.3 To continue to develop relationships with Carlton & Faceby (CofE) Primary School and Hutton Rudby Primary School.
- 4.4 To continue the existing cooperation with ecumenical partners.

#### **5 Key contacts and relationships**

##### **5.1 *Generic***

- a The Archbishop, Suffragan Bishop and Archdeacon
- b The Priest-in-Charge, Assistant Curates and Readers in the mission group
- c The Churchwardens and the Parochial Church Councils and their committees
- d The Deanery Chapter and Synod
- e Diocesan and archdeaconry advisers in specialist areas, especially mission amongst

children and young people

5.2 *Specific*

- a The Priest in Charge of the mission group
- b The Patron of Whorlton w Carlton and Faceby

5.3 *Supportive*

- a The Area Dean and the Lay Dean, and the Deanery Leadership Team
- b The Diocesan Director of Training, Mission and Ministry
- c The Archdeaconry Training Adviser for Cleveland
- d The Archbishop's Adviser and Coordinator of Pastoral Care

**6 Role Context**

- 6.1 The Diocese has a programme of re-assessing priorities for resourcing including the deployment of stipendiary clergy. There is a strong likelihood of some degree of pastoral reorganisation within the next 3 years.

**7 Benefice summary as at time of compilation**

Number of parishes	6
Churches	7
Parsonage	A detached house with 4 bedrooms and mature garden in the village of Swainby.
Population	3780 (Hutton Rudby c.2000, Swainby c. 900)
Average Sunday attendance	c.100 across all churches
Freewill Offer to Common Fund (2017)	£84,240
Expenses	To be paid in full
Resolutions	None
Liturgical practice	Central. A range of vestments are worn.