

## Associate Rector / Congregational Pastor of **StNicholas@eleven**

<b>Benefice</b>	St Nicholas Church, Sevenoaks
<b>Episcopal Area</b>	Rochester
<b>Archdeaconry</b>	Tonbridge/ Rochester
<b>Deanery</b>	Sevenoaks
<b>Hours</b>	Full time
<b>Responsible to</b>	The Rector of St Nicholas
<b>Key Relationships</b>	Bishop, Archdeacon, St Nicholas staff team, StNicholas@11 Congregational Leadership team, Church Wardens
<b>Other Duties</b>	ex-officio member of the Parochial Church Council and Strategy Planning Group; to engage constructively with the Diocese

### **Initial point of contact on terms of service:**

The Archdeacon of Tonbridge / Rochester

### **Role Description / Purpose**

To collaborate with the Word Ministry Team to fulfil the Vision of the church with particular responsibility to lead the StNicholas@11 congregation (one church/ four congregations model).

### **Main responsibilities**

- To maintain his own spiritual growth, particularly by giving time to prayer and the study of the Scriptures. To engage heart and mind through deeper communion with Jesus, wide reading and development of ministry skills through regular training.
- To engage the StNicholas@11 congregation in fulfilling the St Nicholas vision. With other leaders, especially the 11 CLT to determine priorities and to develop strategies to enable the congregation to work to that vision. To ensure that the StNicholas@11 congregation keeps appropriate forms of outreach high on its agenda.
- Working with the Rector and senior staff team to develop preaching and teaching programmes across the whole church for the year ahead (with Rector having the final say on the preaching programme.).
- To oversee and, with others, to develop the ministry of the Word of God through both preaching and teaching in all appropriate forms (in church services, small groups and one-to-one). Overseeing the StNicholas@11 congregational Sunday gathering including, and with the final say on, style, music selection and style, liturgy (within bounds set by canon law) and choice of individuals leading the service, praying, reading and giving notices. Ensuring that regular opportunities are given to the Rector and other Congregational Pastors to participate in

to know Jesus and make Him known, locally & globally

services.

- To oversee and, with others, to develop the ministry of prayer, primarily through the monthly congregational prayer meeting and through encouraging attendance at, and congregational involvement in, the whole church prayer gatherings.
- To oversee and, with others, to develop the ministry of the Nurture Groups for the StNicholas@11 congregation, setting their teaching programme and encouraging each member of the StNicholas@11 congregation to join a Nurture Group. To oversee the recruitment and training of Nurture Group leaders.
- To oversee and, with others, to develop across all congregations the ministry of discipleship within the church family as a whole. To seek to assist other Congregational Pastors by helping lead services from time to time.
- To hold overall responsibility for the leading of the StNicholas@11 congregation in public worship, for the ministry of the sacraments, and for intercession for local and national concerns and God's world-wide work and for an intentional development of the ministry of the pew.
- To oversee and, with others, to develop across all congregations one element of the Vision Statement (Reach/ Nurture/ Equip/ Send) within the church family as a whole and within the parish as designated by the Rector.
- To be responsible for recruiting (in consultation with the Rector) and leading the Congregational Leadership Team and ensuring that all members of the Congregational Leadership Team have been trained for the role by the Rector (and others supporting him in this).
- To develop lay ministry by overseeing the appointment, nurturing, management and equipping of lay leaders within the StNicholas@11 congregation, enabling them to develop their distinctive gifts and ministries.
- To engage effectively in the decision-making processes of the church through staff team, Church Wardens, PCC, the Strategy Planning Group, and to ensure that such decisions are carried out effectively within the StNicholas@11 congregation.
- To serve the parish by ensuring that Christ is proclaimed by word and deed, that pastoral needs are met, and that 'occasional offices' are conducted in an appropriate manner.
- To provide leadership concerning safeguarding and to encourage everyone to promote a safer church.
- To have due regard to all safeguarding guidance issued by the House of Bishops.

- To work with the church family to establish a self-supporting independent church outside the parish and / or strengthening other Anglican churches where there is a real need in line with the Vision; identifying, training and supporting individuals who could be sent to support the mission of the church beyond the parish.
- To take proper care of himself and his family through adequate time for rest, recreation and family life as an example to others. To be involved in some activity with those who have no church allegiance.
- To have regard to the further responsibilities of the clergy as described in the Canons, the Ordinal, the Guidelines for the Professional Conduct for the Clergy and any other relevant legislation.

### **Exclusions**

The StNicholas@11 congregational pastor is NOT expected to make the following a priority:

- routine administration of the church and parish;
- Cross Congregational areas of ministry in which he is not specifically gifted and where work can be delegated to the Cross Congregational leaders.

All the above is to be read within the context of and subject to the canons of the Church of England.

### **Additional Duties**

Depending on gifts and experience of the applicant, the following may be added to the job description:

- To be primarily responsible for the line management of a Congregational Pastor and to work alongside the Operations Director in the line management of the Communication & Content Designer.
- To oversee, with others on the Word Ministry Team, the Timothy Scheme as it serves the whole Church family.

### **Terms of Employment**

Work pattern: Full-time (6 days a week)

Salary: Stipendary position

Accommodation: A 3-bedroom detached house is provided which is a 5 minute walk from the church

**Person Specification**

An ordained Church of England minister who has a passion and love for Jesus with experience of full time Christian ministry in parish or other relevant situation

A spiritual and prayerful man of strong personal faith, who will engage with and inspire people of all ages and backgrounds

A conservative evangelical, committed to the authority of scripture, with a passion for the gospel and for drawing people to the Lord Jesus Christ

A teacher who faithfully and powerfully preaches God's word and communicates clearly and effectively in a congregational setting, in small groups, in one-to-one settings and who is able to connect and interact with people of strong faith and none

A humble leader who is enthusiastic about working collaboratively within the staff team, with the PCC and with other lay members of the church family

A pastor who is friendly, approachable and compassionate, especially when dealing with the vulnerable and those in need of pastoral support

A pastor who is passionate about mission and outreach, to help the congregation and church family to engage with those in our parish and beyond

A leader who has the desire and ability to disciple and develop those in the church family

A leader who is IT-literate and realistic about time management and work-life balance.