



**ROLE DESCRIPTION**

**For Vicar of the Parish of St Matthew and St Nathanael, Kingsdown, Bristol**

**SECTION 1                    DETAILS OF POST**

Role Title (as on licence)	Vicar
Name of Benefice	St Matthew and St Nathanael, Kingsdown
Archdeaconry	Bristol
Deanery	City

**SECTION 2                    ROLE PURPOSE**

**GENERAL**

To play a distinctive and intentional role in creating communities of wholeness with Christ at the centre, advancing the mission, Church and Kingdom of God, by:

Sharing the ‘cure of souls’ with Bishop and exercising spiritual leadership as part of the team

Leading the church in mission and encouraging it to grow in commitment, partnership, influence and numbers

Releasing the energy and gifts of the whole people of God

Exercising a pastoral, sacramental and teaching ministry within the church and community

Working with the PCC, Leadership Team, Vision Delivery Teams, staff and congregation to develop and implement our vision that we should all be “Living for Jesus” – through “knowing, growing and going”.

We seek a new vicar with vision, passion, energy and a deep love of God to help us increase our spirituality and focus our ministry, in order to glorify God and serve Him more effectively in Kingsdown and beyond.

**RESPONSIBILITIES**

**1. Development and implementation of the Vision: “Living for Jesus”**

- support and develop the three Vision Delivery Teams:
  - Knowing Team : tasked with leading the growth of personal and corporate discipleship through prayer, service, teaching and worship;
  - Growing Team : tasked with achieving growth in numbers and depth of the community, through discipleship, fellowship, use of the church building and engagement in the wider church;
  - Going Team: tasked with leading the church’s mission through evangelism, outreach to the local community, development of our personal networks and support for mission partners outside the parish and around the world.
- support and develop the church’s work in its three identified priority areas – discipleship, children’s and youth work and community.

**2. Development of discipleship**

- support and develop the Knowing Team as above
- preach and teach in ways that challenge and inspire, recognizing the historic and continuing variety of individual churchmanship across the church;
- encourage lay contribution to all aspects of the church’s life;

- encourage the development of small groups and pastorates as a source of teaching, fellowship, outreach and prayer;
- encourage the identification of training opportunities and vocations;
- encourage stewardship of money, time and talents in response to God's generosity.

### **3. Leading worship**

- lead worship thoughtfully, competently, confidently and enthusiastically;
- work with others to develop and conduct patterns of services, recognising the present variety of services valued by the congregation;
- support and encourage the development of our musical worship;
- support the development of worship as part of the activities for children and young people.

### **4. Leadership of community development and outreach**

- support and develop the Growing Team as above;
- participate actively in church social events and fellowship;
- encourage and engage with various groups using the church building;
- participate actively in the management and work of the Playgroup.

### **5. Leadership in mission**

- support and develop the Going Team as above;
- support courses such as Alpha as a means of furthering Christian outreach.

### **6. Team leadership and ministry development**

- lead and work collaboratively with the PCC, Leadership Team, Staff Team and other church members;
- provide line management, support and supervision to ordained local minister, licensed lay ministers and other nominated staff;
- chair the PCC, and support the work of the Vision Delivery Teams and other committees and groups;
- share in the identification, encouragement and development of the gifts of members of the congregation;
- ensure that all paid staff are properly managed and supported.

### **7. Pastoral care**

- work with Staff Team and others to identify needs and ensure that structures and skills exist to meet them;
- ensure that the response to pastoral needs is appropriate and strategies are in place to support baptism families, wedding couples and those who are elderly, sick, dying or bereaved.

### **8. Administration and parish organization**

- work in collaboration with the wardens, Leadership Team and PCC to ensure effective organisation and good stewardship of all the resources available to the church;
- play an appropriate part in the administration and organisation of the parish;
- ensure effective communication between the parish, Deanery and Diocese and the national church;
- affirm and abide by national, diocesan and parish policies and legal requirements.

### **9. Ministering in a wider context**

- play a full part in the life of the Diocese and Deanery, including Deanery Synod;
- be open to additional Diocesan responsibilities (e.g. training roles, synodical representation etc)

### **10. Self-discipline, spiritual discipline and own development**

- give continual attention to his/her own personal, spiritual and professional development;

- participate in Ministerial Development Review and undertake appropriate Continuing Professional Development;
- develop and maintain a prayerful spiritual life with appropriate support networks;
- follow a pattern of life which allows personal, family and spiritual aspects of life to flourish alongside the demands of ministry.

<b>SECTION 3</b>	<b>BENEFICE SUMMARY</b>
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<b>Parish</b>	one	St Matthew and St Nathanael
<b>Patron</b>	joint	The Bishop of Bristol and The Church Pastoral Aid Society
<b>PCCs</b>	one	
<b>Churchwardens:</b>	Alison Edmonds	
	Nigel Currie	
<b>Other authorised and licensed ministers:</b>		
<b>Ordained Local Minister</b>	Revd Dr Minty Hull	
<b>Licensed Lay Ministers</b>	Dr Martin Stanistreet	
	Richard Pendlebury MBE DL	
	Rob Hook	
<b>People employed by PCC or with whom the PCC has a work agreement</b>		
<b>Children's Minister</b>	Katie Hartzog (interim fixed term appointment – until December 2014)	Part Time (20 hrs per week)
<b>Youth Work Co-Ordinator</b>	Rachel Clarke	Part Time (8 hrs per week)
<b>Music Worship Co-Ordinator</b>	Fran Key	Part Time (8 hrs per week)
<b>Administrator</b>	Jackie Burnell (until end September 2014); (new appointee TBC from end September 2014)	Part Time (20 hrs per week)
<b>Playgroup Co-Leader</b>	Linda Mallard	Part Time (23 hrs per week)
<b>Playgroup Co-Leader</b>	Sue Last	Part Time (11 hrs per week)
<b>Playgroup Deputy Leader</b>	Paula Brown	Part Time (17 hrs per week)
<b>Playgroup Helper</b>	Lydia Le Feuvre	Part Time (18 hrs per week)
<b>Playgroup Helper</b>	Bernadette Caldwell	Part Time (20 hrs per week)
<b>Playgroup Helper</b>	Rosie Trackman	Part Time (19 hrs per week)
<b>Buildings:</b>		
<b>Church</b>	For more detail: see Parish Profile	
<b>Vicarage</b>	For more detail: see Parish Profile	
<b>Gardens</b>	No graveyard. For more detail: see Parish Profile	
<b>Parish population (Census 2011)</b>	8,100	
<b>Average Sunday attendance (2013)</b>	145 (adults) 27 (children)	
<b>Electoral roll (2013)</b>	158	
<b>Parish Share given (2013)</b>	£83,000	
<b>Resolutions passed</b>	None	
<b>Pastoral reorganisation planned or envisaged</b>	None planned	