

Director of Ministry Development Recruitment Pack

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Introduction to the County of Cumbria

The Diocese of Carlisle

The Diocese of Carlisle covers (more or less) the County of Cumbria. We work as part of an ecumenical covenanted partnership with 3 other denominations- the United Reformed Church, the Methodist Church and The Salvation Army across Cumbria.

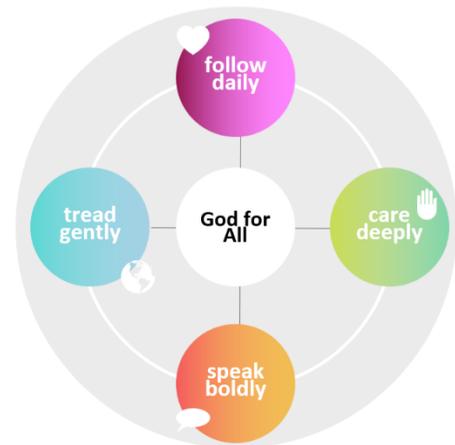
Largely rural in nature there are two major industries in Cumbria- farming and tourism, with more than 15 million tourists visiting the Lake District each year. We are also one of the most sparsely populated, with a population of about 500,000.

The county is divided into 35 Mission Communities; local ecumenical groupings of parishes and other churches. Mission Communities bring together churches in a geographical location to work together in mission and outreach.

Strategic Vision

This is a significant and hope-filled time in the Diocese of Carlisle and across Cumbria, as we seek to serve its people and support our churches and Mission Communities.

Over the last 18 months we have been working to refresh our vision, God for All, to see us into 2021 and beyond. Following a period of listening and waiting, we have discerned a vision “to release the whole people of God for the whole mission of God for the transformation of Cumbria in the name of Jesus”, distilled into four themes - Follow Daily, Speak Boldly, Care Deeply and Tread Gently.



The strategy to support this vision is currently being developed, working with our partner denominations across the county. It will build upon our previous strategic work, supporting the development of Mission Communities and seeking to release mission across the range of Christian worshipping communities, including pioneering and fresh expressions.

About the Role

Reporting directly to the Bishop of Penrith, the newly-formed role of the Director of Ministry Development sits within the central Mission Community Support team as a key role to oversee the development of ministry, both lay and ordained, across our Mission Communities.

We are looking for someone to come and lead this diverse work, who will provide leadership and collaboration as we seek to grow disciples for their life in Christ. S/he will oversee the development and management of various forms of ministry including IME2, lay ministry, vocations and our 'growing younger' work.

For more background or an informal conversation contact **Emma Ineson, Bishop of Penrith** at bishop.penrith@carlisle-diocese.org.uk

Job Description

Reports to: Bishop of Penrith

Department: Mission Community Support

Purpose: To oversee the equipping of God's people for mission in all elements of ministry development including training for lay ministry, vocations, ministerial formation and curate training (including IME2), in line with diocesan strategy.

Key Responsibilities:

- To be a conduit for resourcing and enabling networks, individuals and Mission Communities to develop, particularly within the areas of lay and ordained ministry development, vocations, and 'growing younger'.
- To have oversight of ministry development within the Diocese, including lay ministry training, ministerial formation, curate training (including IME2), digital church and 'growing younger', including, but not limited to:
 - oversight of the delivery and development of IME 2 including the pastoral care of curates, writing curate reports, coordinating curate placements and training/preparation of Training Ministers;
 - supporting the process of ministerial formation through lay ministerial development and IME2;
 - Holding responsibility for the administration of CMD within the Diocese, advising the Bishop of Penrith's Office, and coordinating the Cumbria Ministry Development Day;
 - having responsibility for the Warden of Readers and other volunteers in ministry support roles;
 - working with the Northern Mission Centre and Strategy Development Officers to oversee and implement the development and delivery of programmes, resources & approaches to support development of lay ministry and continuing ministerial development in Mission Communities;
 - working with the Strategy Development Officers and other key contacts to enable the delivery of the Mission Community Leadership programme.
 - advising the Ministry Development Administrator on lay ministry data and record keeping as required
- To have oversight of the development of vocations.
- Working with the Archdeacons and other relevant persons, to be responsible for clergy wellbeing programmes and delivery.
- To contribute to the review and development of the Diocesan Vision and Strategy, its implementation and resourcing, adhering to Diocesan Programme Management Processes.
- To be committed to Cumbria's ecumenical covenanted partnership, working with partner denominations in Mission Communities.
- To line manage the Ministry Development Team
- To ensure safeguarding best practice procedures and diocesan policy maintained in all areas of responsibility.
- To undertake other duties that, from time to time, may be required.

Key relationships

Internal: Bishop of Penrith, DDO, Strategy Development Officers (Archdeacons), Northern Mission Centre Director, Ministry Development Team, Warden of Readers, Chaplain's Chaplain, Programme Support office, Bishop of Penrith's office. SSM Ministry Support, SSM Convenor, Warden of Readers.

External: Diocesan clergy and other local ministers involved vocations development work. National Church and other denominations' relevant officers

Direct Reports: 2 employed, 2 volunteers.

Financial Impact

TBD

Terms and Conditions

Salary: £44,510

Pension: a non-contributory, defined contributions scheme (employer's contribution is 15% of salary)

Car: mileage paid at 45ppm

Office provision: office space in Church House, Penrith

Mobile phone: a smartphone with remote access to email

Working expenses: reasonable expenses fully funded

Other benefits: 34 days annual leave inc. bank holidays

Hours of work:

35 hrs a week flexi-time system in operation (there will be regular requirements to work outside normal office hours)

Person Specification

	Essential	Desirable
Technical Skills and Qualifications	<p>Training/Teaching qualification, or relevant experience.</p> <p>IT skills for effective personal administration, writing, research and presentation, including email, Excel, Word and Power Point.</p>	<p>Ordained priest of the Church of England with five or more years' experience in ordained ministry.</p> <p>Postgraduate qualifications in (i) theology and ministry and/or (ii) adult education.</p> <p>Evidence of continuing professional and self-development.</p>
Knowledge and Experience	<p>Experience of managing a team at a senior level.</p> <p>Able to contribute at a senior and strategic level to the development and promotion of diocesan policies.</p> <p>A passion for the development of colleagues in ordained and lay ministries, evidenced through knowledge and/or experience.</p> <p>Experience of working with lay ministry vocations.</p> <p>A sound base of theological knowledge. Evidence of working successfully with a wide range of church traditions and styles of ministry.</p> <p>Ability to prioritise competing demands and deliver to a high standard consistently.</p> <p>Effective communication with a diverse range of individuals and groups.</p> <p>Experience of managing change.</p> <p>Able to produce clear, informative written material.</p> <p>Able to think and plan strategically.</p> <p>Able to handle confidential and personal information with sensitivity and discretion.</p> <p>Experience of working with various educational levels and styles in the planning and delivery of training, sensitive to the aptitudes of individuals and their different ways of learning.</p> <p>Close familiarity with the structure and processes of Church of England ministry and development.</p>	<p>Experience of parish-based ministry either in ordained or lay leadership roles.</p> <p>Ability in quality assurance, record keeping, assessment and evaluation.</p> <p>Experience of identifying learning needs, encouraging, guiding and supporting learners e.g. providing course advice and basic study skills including IT.</p> <p>Experience of operating at a similar senior and strategic level.</p>
Personal Qualities	<p>A gifted teacher, committed to 'every member ministry' and ministry development with the ability to enthuse, to listen and to resource others who may be exploring or who are in both lay and ordained ministries.</p> <p>Works successfully with a wide range of church traditions and styles of ministry.</p>	

Committed to working collaboratively with others.

Ability to manage a complex workload with competing demands.

Good pastoral and interpersonal skills.

Self-motivated, with the ability to work well both independently and as part of a team and to be accountable.

Able to work flexible hours, including regular evening and weekend commitments.

Willingness to travel around the Diocese, with access to a vehicle for work purposes.