

## ROLE DESCRIPTION

### Diocese of Carlisle

Role description signed off by: Archdeacon of Westmorland and Furness

Date: July 2024

To be reviewed next: At first MDR

#### Details of post

Role title (as on licence): Team Vicar

Name of benefice: South Lakes

Archdeaconry: Westmorland and Furness

Deanery: Windermere

Mission Community: South Lakes

Initial point of contact on terms of service: Liz Howson

#### Role Purpose

To promote the work of the church in building God's Kingdom in Cumbria in line with the Diocesan Vision.

#### Safeguarding

***The Diocese of Carlisle is committed to safeguarding children, young people and adults and our aim is to create protective and supportive environments where all people, and especially those who may be vulnerable, are able to worship and pursue their faith journey in safety.***

To ensure that the parishes at all times are committed to safeguarding and promoting the welfare and safety of children and adults, especially those who are vulnerable, and expects all office holders and volunteers to share this commitment. The PCCs have adopted the House of Bishops' 'Promoting a Safer Church; Safeguarding Policy Statement'. To be familiar with the Diocesan Safeguarding policy and to oversee its application within the parishes. To attend Diocesan Safeguarding training as directed by the Diocesan Safeguarding Advisor. To ensure that each parish has a parish safeguarding officer and to maintain a good working relationship with the parish safeguarding officer.

## **General**

### **1. Spirituality**

To be a person diligent in prayer, in reading Holy Scripture, and in all studies that will deepen your faith and fit you to bear witness to the truth of the gospel To maintain a distinctively Christian faith and spiritual life with appropriate support networks (including spiritual director or equivalent and regular retreats). To be on a life journey involving development of theological understanding and spiritual reflection.

### **2. Personal Development**

To continually develop personal skills and knowledge in relation to ministry through Diocesan ministry days, courses of study, reading, consultancy, training courses and workshops.

### **3. Self management**

To follow an appropriate pattern of work to meet the demands of ministry, as well as maintaining a spiritual and personal life. This will include time management, personal administration, planning and organisation, working effectively alone or in a team, chairing meetings, interpersonal skills and appropriate breaks.

### **4. Working collaboratively**

To develop a highly collaborative pattern of working to include a commitment to working within the mission community and promoting collaboration between clergy, laity, different parishes and partner denominations

Including working collaboratively with clergy colleagues, churchwardens, PCC, staff and volunteers, and other leaders in the local church, ensuring individual's gifts and talents are identified and used effectively in any given situation or task. To share ministry as appropriate, encouraging and building up the community of faith. Make attendance at every Clergy Chapter meeting a very high priority

### **5. Leadership**

Priests are called to be servants and shepherds among the people to whom they are sent. All clergy are called to inspire, motivate and empower members of the church, individually and collectively, to promote God's Kingdom and to further the Diocesan vision.

To share with the Bishop both in the cure of souls and in responsibility, under God, for growing the kingdom. To develop the ministry of the laity through, training, delegation, encouragement and support, so that they have greater involvement in the mission and ministry of the parish. To discern and support lay leadership and SSM vocation in each congregation in your cure, in line with the Diocesan Strategy.

### **6. Communications**

To communicate effectively and appropriately in both written and verbal form with people of all ages and situations in society, inside and outside of the church.

### **7. Management & organisation**

To work with the PCC and churchwardens or other colleagues to put in place appropriate structures and resources for the Christian community. This will include clear boundaries and accountabilities of roles. To ensure appropriate processes and policies in relation to services, weddings, baptisms and funerals, health and safety, financial, fabric, staff and volunteer

management, etc. To ensure that the structures and processes meet appropriate diocesan and legal requirements.

### **8. Outreach**

To develop a ministry that encourages new people into Christian faith and will support existing Christians in evangelism and discipleship. To develop relations with community, external organisations and, where appropriate the employing body to promote positive links with the church. In parishes where church schools exist, to work wholeheartedly with church schools to support the Christian ethos and the life of the school generally.

### **9. Worship**

To lead worship prayerfully, competently and confidently. To plan, organise and conduct a programme of worship that supports the vision and needs for ministry including appropriate use of resources, music, teaching and preaching.

### **10. Preaching**

To reflect, interpret and preach the gospel in a way that will encourage faith development. To adapt content and style for different audiences, occasions and purposes (using biblical interpretation, doctrine, pastoral care, ethical teaching and other models).

### **11. Teaching**

To teach at different ages and levels of faith or knowledge, in support of faith development. This may include admission to Holy Communion, confirmation, school assemblies, introduction to Christianity, nurture of new believers, and lifelong Christian discipleship. This may be in formal teaching environments or in small groups. To plan, organise and conduct a programme of teaching which supports the vision and needs of the church community. To encourage Christian Stewardship of people's time, money and abilities so that the whole ministry of the church is strengthened and enabled.

### **12. Pastoral Care**

To identify pastoral care needs and put in place appropriate structures and skills to provide this to the community (including, parish visitors, pastoral assistants, local volunteers). To lead the Christian community in giving support to those in need of pastoral care as appropriate, including baptism and marriage preparation, care to the sick and dying, bereavement, individual support and visiting.

Priests are ordained to lead God's people in the offering of praise and the proclamation of the gospel. They share with the Bishop in the oversight of the Church, delighting in its beauty and rejoicing in its well-being. They are to set the example of the Good Shepherd always before them as the pattern of their calling. With the Bishop and their fellow presbyters, they are to sustain the community of the faithful by the ministry of word and sacrament, that we all may grow into the fullness of Christ and be a living sacrifice acceptable to God.

### **13. Mission Community.**

Mission Communities are the confirmed Diocesan Strategy aimed at enabling the local Church to Thrive and to grow. It is expected that all parish clergy contribute actively to the wider Mission Community. In time terms this should be at least one day a week for an FTE

post and may include leading on a particular area of Mission Community life such as Evangelism and Christian Nurture.

#### **14. Church Schools.**

The expectation is that the Incumbent helps to promote and actively support the work of the Church Schools in this Benefice, promoting a good relationship with the school community, which is a key element of the County growing younger strategy.

#### **15. Mission Community Leadership:**

If this role also includes that of mission community leadership, you will be expected to help lead the Mission Community in the following areas, built around the six things of the Garden Planner.

#### **The Six Things**

By the same token there are six features of mission communities which are central to growth, regardless of size, shape or locality. To flourish our mission communities we are being asked to focus on:

- 1) establishing patterns of prayer.
- 2) encouraging the discipleship and spiritual growth of all Christians.
- 3) exciting vocations to make the most of the ministry gifts with which God has endowed all his people.
- 4) stewardship of our gifts to resource the Church's mission.
- 5) operating effectively together without creating additional layers of governance.
- 6) enabling collaborative mission at local level.

#### **Benefice Specific:**

- To be an equal colleague with the team rector, able to lead and to be led
- help to develop a vision for how the team and Mission Community can grow together in mission and worship;
- Continue to build relationships: with schools (in collaboration with Network Youth Church, NISCU and members of other churches); and within and among the team churches;
- Respect the diversity of our different churches, their communities, cultures and backgrounds
- Work with the churches to develop a broader outreach to the local community, especially younger people and families.

## **Benefice Summary**

Benefice: South Lakes Team Ministry

### **Churches:**

Saint Martin Windermere, St Anne Ings, St Cuthbert Kentmere (Team Rector)  
Jesus Church Troutbeck, St Mary Windermere, St James Staveley (Team Vicar)

### **PCCs:**

St Mary's Windermere (Applethwaite), St James Staveley in Kendal, Jesus Church Troutbeck.

In the wider Team, there are three other PCCs: St Anne Ings, St Cuthbert Kentmere, St Martin Windermere

**Open Church Yards:** 4 (Ings, Kentmere, Troutbeck, Staveley)

### **Church Wardens**

Mr Michael James Fletcher Mrs Rosemary Rooke (St. Martin)  
Mrs Sylvia Shaw, Dr John Hiley (St. Anne)  
Mrs Christine Hevey, Mr Iain Johnston (St. Cuthbert)  
Mr David Eastwood (Jesus Church)  
Mr David Thornton (St. Mary)  
Mrs Margaret Farhall, Mrs Katherine Morris

### **Church Schools**

Staveley Church of England Primary School (Voluntary controlled)  
St. Martin and St. Mary Church of England Primary School (Voluntary aided)

### **Community Schools**

Goodly Dale Community Primary School (within St. Martin's parish)  
The Lakes School (secondary school – within St. Mary's parish)

### **Independent School**

The Windermere School (3-18) (within St. Mary's parish)

### **Church Halls**

Ings Village Hall (St. Anne)  
NB St. Mary's has a variety of meeting spaces within the church building.

### **Community Facilities**

Staveley Village Hall and Institute, Kentmere Institute, Phoenix Centre, Marchesi Centre, Lady Holme Centre, St Mary's Surgery and Staveley Surgery (single practice in two locations), Windermere Health Centre (Goodly Dale), Windermere and Staveley are both served by railway stations on the Lakes Line (a branch line from Oxenholme), and bus services with a bus interchange at Windermere Railway station