



THE DIOCESE  
OF SHEFFIELD

## Role Description

*“The Diocese of Sheffield is called to grow a sustainable network of Christ-like, lively and diverse Christian communities in every place which are effective in making disciples and in seeking to transform our society and God’s world.”*

### Details of Post

|                   |                    |
|-------------------|--------------------|
| Role Title:       | Associate Minister |
| Name of Benefice: | St Mary Doncaster  |
| Deanery:          | Doncaster          |
| Archdeaconry:     | Doncaster          |

### Role Purpose

1. To share in the cure of souls in collaboration with the Incumbent\* and the Bishop
2. To grow a “sustainable, Christ-like and lively Christian community” in Wheatley which is “effective in making disciples and in seeking to transform our society and God's world”
3. To represent the Church of England in the wider community
4. To support, encourage and resource colleagues in the diocese and deanery in pursuing the above vision

### General Responsibilities: To collaborate with the Incumbent in the following key areas:-

1. If ordained, to fulfill the responsibilities of clergy as described in the Canons, the Ordinal, the Guidelines for the Professional Conduct for the Clergy and other relevant legislation
2. To embrace Conservative Evangelical theology with respect for diversity and unity in the Church
3. To exercise due self-care, by ensuring physical, mental and spiritual health
4. To ensure a consistently high standard of worship, preaching and pastoral care
5. To develop the ministry of all, each using their gifts for the common good
6. To offer the gospel in a lively and engaging way to those who are outside the church
7. To offer ways for people to explore the Christian faith, leading to baptism and confirmation
8. To offer clear pathways for young Christians to grow to maturity as Christian disciples
9. To lead the church in responding to human need by loving service
10. To support and advocate Christian initiatives to transform unjust structures of society
11. To seek to safeguard the integrity of creation, and sustain and renew the life of the earth
12. To encourage faithful and generous Christian stewardship of people’s time, money and abilities

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\* “Incumbent”: Until a Pastoral Scheme is formalized, this role is occupied by a Priest-in-Charge

13. To collaborate with the Incumbent and Churchwardens to ensure that the church building(s) serve the church's wider mission in the community
14. To seek ecumenical cooperation wherever appropriate and possible
15. If ordained, to play a full part within the deanery, in mission and in the implementation of the deanery plan
16. To ensure full compliance at all times with the Diocesan Safeguarding Policy
17. To explore opportunities for pioneer expressions of mission and ministry wherever possible.
18. If ordained, to seek continuing professional development through "Leading Well", Continuing Ministerial Development and diocesan events that aim to inspire and equip lay and ordained leaders
19. To be loyal at all times to the incumbent of the parish and his team

### **Specific Responsibilities**

1. To work with the Incumbent and Senior Staff of the Diocese to nurture a single, united congregation, comprising recent arrivals and longer standing members, with the support of Christ Church Fulwood and others.
2. If ordained, to deputise for the Incumbent while he is off duty
3. To be flexibly available to support the overall ministry of the parish as well as carrying a specialist ministry remit agreed on appointment
4. To share fully in regular, expository preaching, preparing thoroughly and mutually sharing feedback with the Incumbent
5. To help plan and oversee Sunday worship and preaching programmes
6. To play a key role in regular staff prayer and planning meetings
7. To seek out opportunities to meet one to one with those who are interested in exploring, or growing in, the Christian faith, with a view to deepening discipleship and equipping for service
8. To help to integrate new or fringe church contacts into appropriate small groups, volunteer roles etc., and to follow up any whose church attendance may be dropping off
9. To "do the work of an evangelist", both as a disciple in obedience to Christ's commission, and also as a leader in modelling personal witness to others in the church
10. To run evangelistic courses occasionally and training volunteers connected with this work
11. To lead a home group, training co-leaders and when possible increasing the number of such groups
12. To work with the Incumbent in secular contexts within the town, liaising appropriately with the parish priest, Area Dean and colleagues in the deanery.
13. If gifted to do so, to oversee the development of music in worship services and other meetings, leading band-led worship most Sundays. A provisional goal is for the establishment of two music groups of four musicians each. This responsibility would include training others in music ministry and sound desk skills, all theologically undergirded by a commitment to serving Christ as Lord.

### **Key colleagues within the church (local, deanery, diocese and ecumenical)**

- The Bishop of Sheffield and the Bishop of Doncaster
- The Archdeacon of Doncaster
- The Area Dean and Deanery Lay Chair
- Clergy Chapter, Deanery Synod and Diocesan Synod
- Church Wardens
- Ministers of other denominations within the parish especially St. Andrew's Methodist Church

## Key partners in the wider community (individuals and organisations)

Alongside the Incumbent, the Associate Minister will build relationships of respect and trust with the following people among others:-

- MP, Mayor and local councilors of the Borough
- Head Teachers and staff of schools in the Parish
- Ethnic and other community and specialist interest groups in the Parish

## Statement by the Archdeacon on behalf of the Diocese:

This will be a vital leadership role, supporting the Incumbent, and adding new skills and specialisms as part of the nationally funded injection of resource into the life of St. Mary's.

The Associate Minister will be a person whose grace, patience and compassion adorn their talent, passion and commitment. The parish has withstood a lengthy and frustrating period of decline and uncertainty. The parish will be reinforced, not only by cash resources but also (we pray) by a small influx of new people transferring from stronger evangelical churches from elsewhere in the Diocese and beyond.

However, this transition will not be without its early tensions and teething problems. The Incumbent and Associate together will give the lead in building a united single congregation. This will be a time in which former achievements continue to be celebrated, present challenges openly addressed, new possibilities prayerfully pursued and future visions boldly imagined. This will require leadership of considerable calibre, not only stated in words but expressed in action, clothed with the character of Christ and confident in the uniting power of the Holy Spirit.

The Diocese is praying, with other parishes involved in this partnership, for the development of a major evangelical church close to the centre of the town and borough of Doncaster – a church which will open its doors to welcome all, and its hands to encourage others.

We dare not hope that the diocese can continue indefinitely to maintain the initial levels of funding, but we have faith that the parish will grow its own sustainable level of ministry provision, with enough to spare to consider how it may resource others in the future.

We look forward to an Associate Minister who will become a valued member of the Diocesan, Deanery and Parish Team and make a distinctive contribution to the wider whole.

**Review Date:**

**Signature of Office Holder:**

**Date:**

**Signature of Archdeacon:**

**Date:**