



JOB DESCRIPTION

JOB TITLE:	MES WARDEN
EMPLOYER:	SHEFFIELD BOARD OF FINANCE
RESPONSIBLE TO:	DIRECTOR OF VOCATIONS
RESPONSIBLE FOR:	N/A

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

MAIN PURPOSE OF THE ROLE

To look after and manage the Diocese of Sheffield's MES community, organising the worship and prayer within the community and looking after the young people who are on the scheme.

MAIN DUTIES & RESPONSIBILITIES

1. ORGANISING OF PRAYER AND WORSHIP WITHIN THE MES COMMUNITY

- To be in charge of setting the patterns of prayer of worship for the candidates on the MES scheme in their shared home.
- To lead worship and prayer when necessary but to seek to empower MES candidates to grow in leading each other in prayer and worship.
- To understand the different theological traditions within the house and to encourage and enable a range of different styles of prayer and worship.
- To link the prayer and worship within the house to the wider Diocesan prayer community.

2. RESPONSIBILITY FOR THE CREATION OF COMMUNITY WITHIN THE HOUSE

- To work with candidates to create a sense of community within the shared house. This will be especially important in September as candidates arrive and settle into the house and scheme.
- To set community rules and expectations so that candidates can flourish together living in the house.

- To organise community social and teaching events to build relationships between the MES candidates.
- To work with the Director of Vocations and Coordinator of the MES house to deal with any practical problems that arise in the house.

3. PASTORAL CARE OF CANDIDATES ON THE SCHEME

- To provide ongoing pastoral support to the candidates on the scheme so that they are able to flourish in their placement, in their teaching as well as living in the house.
- To respond to any pastoral issues that arise for candidates during the course of the scheme providing appropriate practical, emotional and spiritual support.
- To liaise with placement church supervisors and external mentors to ensure that candidates are well supported and are flourishing within the scheme.
- To provide additional support as necessary for the running of the scheme.
- To arrange, in partnership with the Director of Vocations, for the participants to engage in vocational reflection and discernment.
- To ensure participants are clear about their next steps at the end of the scheme and supporting them into exploring what God is calling them to beyond the scheme.

This role description provides a guide to the duties and responsibilities of the post and is not an exhaustive list. The post holder may be asked to undertake any other relevant duties appropriate to the post. The role description will be amended over time, in full consultation with the post holder, to meet the needs of the Diocese.

PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
Faith	<p>The postholder must be able to reflect, lead and participate in the core Christian ethos and context of the Church of England.</p> <p>Ability to articulate faith, and be involved in the worshipping life of your church</p> <p>Experience of leading prayer and worship as well as encouraging others to lead</p>	<p>An ordained or licensed minister of the Church of England</p> <p>Experience of discipling and pastoring young people</p>
Qualifications	<p>Educated to A'level standard or equivalent</p>	
Knowledge / Skills	<p>Knowledge of Christian communities and how to create a good culture within a community house</p> <p>A knowledge of the different traditions of prayer and worship within the Church of England</p>	<p>Understanding of how to develop young people in growing in faith and discipleship</p>
Experience	<p>Experience of creating good patterns of prayer and worship</p> <p>Experience of pastoral care and providing ongoing support to people as well as responding to emergencies</p> <p>Experience of working as part of a team</p>	<p>Theologically articulate with a background in, and a passion for, mission and ministry</p> <p>Experience of discipling and pastoring young people</p>

<p>Competencies</p>	<p>Ability to work confidently on own initiative</p> <p>Excellent organisational skills</p> <p>Good communication and pastoral skills and an ability to maintain absolute confidentiality</p> <p>Excellent time management skills with the ability to prioritise effectively and to multi task</p>	
<p>Personal Attributes</p>	<p>Enthusiastic and highly motivated</p> <p>Able to work well under pressure</p> <p>A good team player</p> <p>Willingness to work flexibly, including an evening a week and some/occasional weekend work</p>	<p>Willingness to learn new skills</p>

Updated April 2024