

Discipleship & Lay Vocations Principal

JUBILEE HOUSE

Diocese of Southwell & Nottingham



CONTENTS

Introduction	3
Job Profile & Purpose	4
Principal Tasks	6
Additional Tasks	7
Person Specification	8
Terms of Employment	9



INTRODUCTION

As those who've found the 'life which really is life' as Christian disciples ourselves (1 Tim 6:19), we in Southwell & Nottingham Diocese are focused on Growing Disciples of Christ with Compassion, Confidence and Courage to offer living hope to the city, towns and villages of Nottinghamshire and beyond.

Compassion is the motivation for all discipleship and ministry – seeing the world as God does and hurting for the lost and broken. Confidence is knowing that we live and serve standing on the sure foundation of Jesus Christ. Courage is seen in sharing our stories of faith with all our hearts.

The Discipleship & Lay Vocations Principal will be right at the heart of delivering on this vision, working with the Bishops and senior team to bring a step-change in deepening faith and raising lay vocations throughout our churches. We're seeking the Spirit's transforming power to galvanise all our churches as places of inspiring worship, which are reaching younger, enhancing diversity, growing leaders, enabling commitment, encouraging generosity and nurturing prayer.

This role sits within a larger Discipleship & Ministry team, whose crucial role is focused on equipping churches to raise vocations, develop pipelines to train and equip both lay and ordained leaders, engage children and young people, plant and revitalise churches and serve communities - enabling the mission and ministry of all.



The Discipleship and Ministry Team

JOB PROFILE	
Title	Discipleship & Lay Vocations Principal
Reports to	Director of Discipleship & Ministry
Location	Jubilee House
Basis of employment	Full Time 35 Hours
DBS check required? (Yes/No)	Yes
Date written/updated	June 2024

PURPOSE OF ROLE

Since its launch in 2018, the School of Discipleship in Southwell & Nottingham Diocese has built both a wide and varied programme of learning opportunities and a strong reputation for excellence and discipleship/ministerial focus across church traditions, sizes and geographies. The focus has been on discipleship training through our RealLIFE course, ministerial development for Licensed Lay Ministry in particular (as well as broadening some of our ministry skills training for all interested lay disciples) and overseeing the ongoing delivery of our Younger Leadership College. The School has also been at the forefront of seizing the opportunities offered by new learning technologies.

The role of Discipleship & Lay Vocations Principal will take on responsibility for leading this ongoing work of discipleship training in line with our refreshed diocesan vision to Grow Disciples of Christ with Compassion, Confidence and Courage. The successful candidate will directly provide teaching and training in the vision’s 7 Areas of Focus, whilst overseeing and managing the strategic breadth of this provision. Central to the successful delivery of this ambition will be:

- Firmly establishing the next iteration of RealLIFE;
- Injecting increased energy into the raising, envisioning and formational development of lay ministers and leaders, through championing our Lay Ministry Framework as a whole and through broadening the engagement of disciples with the range of opportunities the School provides;
- Ensuring our work with young leaders (through the Younger Leadership College) continues to disciple 20s-30s and discern/raise their vocations to ministry in all its forms.



In this way they will lay up treasure for themselves as a firm foundation for the coming age, so that they may take hold of the life that is truly life

1 TIMOTHY 6 v19

PRINCIPAL TASKS

- Develop and provide leadership in the implementation of a coherent diocese-wide Lay Ministry Strategy, giving proactive consideration to identifying lay leaders who grow lay leaders, and enhancing diversity amongst those called to public ministry.
- Take overall responsibility for our in-house Licensed Lay Ministry training scheme, including selection and formational development of candidates, delivery of modules, and appropriate arrangements to quality assure the programme.
- Agree and source appropriate pathways for training Authorised Ministers, also working with the diocesan lead for Chaplaincy with regard to potential lay chaplaincy routes.
- Liaise with the Bishop's Office with a view to recommending candidates for Authorising or Licensing, where appropriate.
- Source and/or create training opportunities for lay ministries: for those initially testing a call to a particular ministry; for those recently confirmed in ministry; and for those experienced and established; as well as for potential leaders of lay-led New Worshipping Communities (NWCs).
- Liaise with Warden of LLMs.
- Contribute to (and realise the benefits of) national and regional networks.
- Encourage lay discipleship in parishes through the delivery of the new RealLIFE programme, and the continued development of its team of lay and ordained volunteers.
- Directly provide teaching and training on Christian discipleship generally, and in one or more of the 7 Areas of Focus specifically, delivering this both centrally and through parishes (on Sundays and/or midweek), with a particular focus on supporting our Resource Churches, new plants/grfts and revitalisation ministries.
- Identify gaps in our provision of training across the 7 Areas of Focus, developing plans and teams to create new resources, courses and events accordingly.
- Provide line management and senior representation for the ongoing work of the Younger Leadership College, ensuring ongoing focus on effective discipleship and vocational development as well as assisting with diocesan negotiations concerning budget and housing.
- (As necessary) provide training to course tutors or group facilitators, and pastoral support to course attendees.
- Be visible within parishes and liaise with the diocesan Communications team to promote and recruit to all courses and programmes.

ADDITIONAL TASKS

- Play a full role in the life of the Discipleship & Ministry team, including participation in shared development activities and a willingness to engage and offer leadership (as required) in the team's corporate life of prayer and worship.
- Offer further line management and personal development support to Discipleship & Ministry team members, as the emerging structures require.
- Coordinate with other diocesan teams as and where appropriate (either in a School of Discipleship capacity, or as a general representative of the Discipleship & Ministry team), and champion the diocesan Vision and Strategy in all contexts.
- Strategically provide Sunday support to Churches as agreed.



PERSON SPECIFICATION

- Lay or ordained minister, with an understanding of and passion for shared ministry
- Gifted and experienced in a way that engenders respect among clergy and lay colleagues across the Diocese, able to work across the different traditions of the CofE
- Personal and spiritual maturity
- Full driving licence

QUALIFICATIONS & TRAINING

- Undergraduate degree in theology (or similar); or equivalent level of ministerial theological education and experience.

EXPERIENCE

- Demonstrable experience of leadership in a growing church (including in raising vocations), with understanding of the dynamics of 'resource' churches
- Significant experience of parochial mission and ministry in different contexts
- Success in building and leading teams, with a track record of working collaboratively and effective coaching / mentoring / supervising of others
- Budget planning and control

KNOWLEDGE, SKILLS & ABILITIES

- Highly strategic leader, with proven gifts of implementation
- Understanding of the issues involved in ministerial education, especially in terms of ministerial discernment and formation
- Ability to deliver high quality vocational, ministerial and / or theological education and training using a combination of internal, external and digital resources; with experience and expertise in at least one of the current diocesan 'Areas of Focus'
- Understanding of models and techniques for delivering effective teaching & learning (in small and large groups) online, as well as in 'live' settings
- Motivator of others and highly approachable with good interpersonal skills

PERSONAL QUALITIES

- High self-awareness and emotional intelligence
- Good listener
- Self-reflective
- Ability to work independently in handling a diverse workload and in keeping to deadlines
- Imagination and a flair for innovation
- Committed to his/her own professional development

There is a genuine occupational requirement for the post holder to be a communicant member of the Church of England or a member of the Churches Together in Britain & Ireland.

TERMS OF EMPLOYMENT

TERMS OF EMPLOYMENT	
Work pattern	Standard working hours are 35 hours per week. Flexible working essential according to the needs of the role and responsibilities
Salary	£47,495-£50,436
Holiday	25 days per annum plus 8 bank holidays and 5 discretionary days
Probation	6 months
Special Conditions	This post is on DBF terms and conditions, no housing is provided or allowance payable. Pension arrangements to be discussed on appointment. It is anticipated that the post-holder will live within the Diocese, although this can be explored at interview if necessary.

Revd James Halstead (Director of Discipleship and Ministry) is available for an informal conversation before 16th August – please make contact via james.halstead@southwell.anglican.org.

The Diocesan Board of Finance intends to review job descriptions annually as part of the staff review process, to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be carried out by the line manager in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

June 2024



**GROWING
DISCIPLES**

COMPASSION CONFIDENCE COURAGE