

# SOUTHWARK

## ◆ CATHEDRAL ◆

### **Succentor and Minister-in-Charge of St Hugh's Bermondsey**

The Bishop of Southwark and the Cathedral Chapter wish to appoint a priest of the Church of England who will serve the Cathedral as Succentor and Minister-in-Charge of the Conventional District of St Hugh, Bermondsey.

### **Introduction to Southwark Cathedral**

The Cathedral and Collegiate Church of St Saviour and St Mary Overie stands at the oldest crossing-point of the River Thames at what was for many centuries the only entrance to the City of London situated across the river. A verbal tradition suggests that the first Christian establishment was a community of nuns in the 7th century, but the first written reference is the mention of a 'minster' in the Domesday Book of 1086.

In 1106 the church was 're-founded' by two Norman knights as a priory, whose members lived according to the rule of St Augustine of Hippo. The church was dedicated to St Mary and later known as St Mary Overie ('over the river'). The Augustinian Canons created a hospital alongside the church; this was the direct predecessor of today's St Thomas's Hospital opposite the Houses of Parliament.

At the Dissolution of the Monasteries in 1539, the last six canons were pensioned and the church itself became the property of King Henry VIII who rented it to the congregation. It was re-named St Saviour's, though the old name remained in popular usage for many years.

St Saviour's Church became Southwark Cathedral in 1905. The diocese which it serves stretches from Kingston-upon-Thames in the west to Thamesmead in the east and Gatwick Airport in the south. It has a population of two-and-a-half million people, served by over 300 parishes.

Today the Cathedral continues to serve its parish as well as the diocese and frequently hosts events and services for the national Church. Our mission statement above describes our lively community, set in the midst of a vibrant area of London, with a passion for living the Gospel and a desire to grow in love of one another, and in the knowledge and love of God.

## **Our Mission Statement**

Southwark Cathedral is an inclusive Christian community growing in orthodox faith and radical love.

*The marks of our community are:*

- confidence in God and the Gospel
- passion for those on the edge of society
- engagement in vibrant theology and teaching
- prayerful service of our Bishop and Diocese
- love for London and the world

*Our rule of life is centered on a commitment to:*

- worship
- study
- service

*and above all*

to the Living God we know in Jesus Christ.

We seek to live this out day by day as the Cathedral of the Diocese of Southwark. The Chapter works closely with the diocese in supporting the ministry of the Diocesan Bishop and that of his episcopal colleagues and all the people of God. The Cathedral is also a parish church and a participant in the life of the national Church with an international profile; we are also responsible for the Conventional District of St Hugh, Bermondsey.

The Cathedral is a praying community, founded and sustained by the Daily Office and the celebration of the Eucharist, and stands within the catholic tradition of Anglicanism. It is the seat of the Bishop of Southwark and plays its part in promoting the life and mission of the Diocese of Southwark, whose mother church it is. The Cathedral Chapter aspires to excellence in liturgy and music, and asks visiting choirs and others responsible for planning or leading worship or other events here to share our aspiration.

The Cathedral Chapter believes that the Gospel of Jesus Christ commits us to just and loving relationships and to offering hospitality to all, irrespective of age, gender, sexual orientation, race, disability, religious conviction or social status.

The Chapter welcomes all parishes and groups from the Diocese of Southwark, treating with respect and affection those whose opinions may differ from our own. We strive to be receptive to difference, listening respectfully to those who have alternative opinions and expressing our own view without apology. We are committed to developing the Cathedral as a place of hospitality for Christians of all traditions, of all faiths, and for our civic life.

The clergy team comprises the Dean and five Residentiary Canons (Chancellor, Missioner, Sub Dean/Pastor, Precentor and Treasurer). There is part-time Succentor and a group of Honorary Minor Canons who assist with services. There is also an Honorary Pastoral Assistant and a Reader at the Cathedral and two Readers at St Hugh's.

### **The Cathedral Statutes 2000 state:**

'A Succentor may be appointed by the Chapter on such terms in respect of tenure, remuneration and duties as the Chapter may determine.

It shall be the duty of the Succentor, in the absence of the Precentor or, if the Precentor so directs:

- to be responsible in co-operation with the Director of Music for the discipline of the members of the choir; and
- to arrange for the performance of the music for the Services in the Cathedral Church.

When acting for the Precentor, the Succentor shall have all the powers of the Precentor. The Succentor shall have precedence over the Honorary Minor Canons.'

It should be noted that the Cathedral is in the process of preparing new Constitution and Statutes in response to the Cathedrals Measure 2021 but that the role of the Succentor will be unaffected in the proposed changes.

## **Role Description**

The role of the Succentor is focused in two main areas of work: liturgical and pastoral.

### **Liturgical**

- Officiating, alongside the Dean and Residentiary Canons at Morning Prayer (livestreamed each day) and Choral Evensong and at other livestreamed and recorded broadcasts;
- Presiding and preaching at Cathedral services with the members of the Chapter clergy and at their invitation within an agreed distribution of duties;
- Assisting the Precentor in the preparation of liturgy for regular and special events including Ordinations and Consecrations, memorial services; anniversary commemoration services; charitable, school and other occasions;
- Doing administration and proof-reading, and briefing participants for such services;
- Choosing hymns for Sunday services in collaboration with the Director of Music and liaising with the Director of Music on the production of monthly music schemes;
- Encouraging younger members of the congregation to take on liturgical roles in the Cathedral worship;
- Sharing, with the Precentor, the training of lesson-readers, intercessors and Eucharistic ministers;
- Attending the weekly Music Meeting;
- Taking responsibility for the production of monthly rota of liturgical duties for clergy and laity;
- Undertaking other duties as directed by the Precentor.

### **Pastoral**

- Establishing a harmonious and caring working relationship with the Honorary Minor Canons, Lay Clerks, Organists, Choir Chaperones, lay ministers (such as those who read, lead prayers of intercession or administer communion), Chorister parents and Servers. This will involve the regular pastoral care of people undertaking these roles and, where appropriate, assisting with their training and development;
- Accompanying Choir Tours in the role of chaplain;
- Being the Staff Meeting link with *Connected*, the Cathedral's work with young adults.
- Observing carefully the Chapter's policies on Safeguarding as far as they pertain to the Succentor's role. This includes undertaking Safeguarding

training as appropriate and required by these policies and in accordance with the Bishop's expectations of clergy who hold his Licence. The Succentor will also be expected to support the Precentor (Chapter's Safeguarding Lead), the Director of Music and others in implementing the Safeguarding Action Plan following the recent SCIE Audit in so far as the Action Plan relates to the Succentor's role.

## **Meetings**

- Attending Cathedral staff meeting (Tuesday morning);
- Meeting with the Precentor on a regular (usually weekly) basis.

## **Responsibilities as Minister-in-Charge of St Hugh's Bermondsey**

The Minister-in-Charge:

- Is responsible with any other clergy licensed to St Hugh's, Readers and lay leaders for the worship at St Hugh's, pastoral care of the congregation and mission and ministry to the local community, and will be at St Hugh's on at least two Sundays a month.
- Chairs the PCC and assumes all other statutory responsibilities for the parish.
- Will work with the PCC and Ministry Team to develop and implement the Mission Action Plan.
- Supervises any other Assistant Clergy and Readers at St Hugh's.
- Acts as line manager for the Premises Manager and Assistant Premises Manager.
- Organises the worship rota which includes regular visits by members of the Cathedral clergy.
- Represents the St Hugh's community at Deanery Chapter and Deanery Synod.
- Will foster good relationships between St Hugh's and the Cathedral.
- Will maintain and develop the links with Cathedral Primary School where many of our children are pupils. To lead Collective Worship at the school together with the Cathedral clergy.
- Will work to develop relationships within the local community, to ensure that St Hugh's is a contributor to life in the neighbourhood and to stay aware of development and planning issues which affect the lives of residents in the parish.

## **Hours of Work**

The Succentor will work at the Cathedral for 3 days a week and 3 days a week at St Hugh's, plus Sundays shared between the two as detailed above. The pattern of working will be agreed with the Precentor, and may necessitate variation on occasion, to accommodate special services.

## **Line Management**

The Succentor is responsible to the Precentor, who will meet regularly with the Succentor to agree and review priorities, and provide support and feedback. The Minister-in-Charge of St Hugh's is responsible to the Dean. The office holder is expected to actively take part in these meetings.

## **Ministerial Review**

The Dean will undertake the post holder's Ministerial Development Review.

## Person Specification

The person appointed will be:

- a priest of the Church of England or of another province of the Anglican Communion.
- a person with strong musical ability and confidence in singing.
- a pastor with a proven track record in a previous post.
- a team worker.
- someone with a willingness to learn and work under direction.
- someone with a good knowledge of liturgy, both theoretical and practical; and with an imaginative approach to the creation of apt and transforming acts of worship.
- a person with administrative and IT skills, an ability to work to tight deadlines and an eye for detail.
- an individual with real enthusiasm for the Church, for cathedrals and for people.
- a person with excellent preaching skills.

The person appointed will preferably be:

- a graduate.
- in sympathy with the liberal catholic tradition of the Cathedral and St Hugh's.

***The office holder will require a licence from the Bishop of Southwark. If at any time the licence is withdrawn, the post will terminated.***

## Terms and Conditions

The Dean of the Cathedral (or the Sub-Dean in the Dean's absence) will make the appointment subject to satisfactory enhanced DBS clearance under statutory and Diocesan Safeguarding provisions.

The office holder should participate actively in the life and work of the Chapter, giving support and respect to ordained and lay colleagues and to those who exercise the responsibility of oversight and leadership.

The appointment is made under Common Tenure. Cathedral clergy are entitled to six weeks holiday a year, one after Easter, one after Christmas and four weeks in the summer, including four Sundays. Holidays not taken within a calendar year may be

taken, by arrangement with the Dean, during the first three months of the following year, but not thereafter. It is highly preferable that holiday is taken to coincide with choir holidays. Clergy are sometimes expected to work on Bank Holiday Mondays, and time may be taken off in lieu. An annual retreat, Precentors' Conference or choir tour are not counted as holiday.

The Succentor will be paid the current diocesan stipend (incumbent status) and may claim all Cathedral working expenses as appropriate. St Hugh's working expenses will be reimbursed by the St Hugh's PCC. Pension contributions are paid into the Clergy Pension Scheme.

As Succentor, the office holder will work in a shared office in Montague Chambers, the Cathedral Offices. Appropriate office equipment and a networked computer is provided with permanent access to the email system. Montague Chambers will also be the office base for the Minister-in-Charge's work in relation to St Hugh's.

The person appointed will be expected to participate in a work appraisal with the Precentor who, for the purposes of the post will be the Succentor's line manager and closest colleague. The Dean will line manage the post holder's role as Minister-in-Charge of St Hugh's Bermondsey

It is the custom of the Cathedral clergy to pray together daily at the morning and evening offices (9.00 am and 5.30 pm), and the post holder would be expected to join them. Attendance at worship will, of course, depend upon the work timetable agreed.

**Please note that the post does not currently come with accommodation or a housing allowance.**