



Diocesan Continuing Ministerial Development Adviser (0.5FTE)

Mission and Ministry team

With its network of parishes covering the country, the Church of England plays an active role in national life, bringing an important Christian dimension to the nation, as well as strengthening community life. The Church of England is arranged geographically into 41 Dioceses, each under the care of a Bishop, and covers every part of England.

The Diocese of York takes in much of North and East Yorkshire, an area which includes the cities of York and Hull, as well as Middlesbrough and Selby, two National Parks, and the incomparable Yorkshire coast. We are a family of 579 churches and 125 schools across 442 parishes. We are led and guided in our faith and work by the Archbishop of York, Stephen Cottrell. York Minster is our principal church.

As a diocesan family, we are renewing our commitment to our vision and goals. We are putting fresh energy into *Living Christ's Story*, and delivering strategic programmes focused on our aims: *becoming* more like Christ; *reaching* those we currently don't; *growing* churches of missionary disciples; and *transforming* our finances and structures.

The Context

As part of implementing our vision – Living Christ's Story – a re-shaped diocesan Mission and Ministry team has been created. Its aim is to enable Churches to engage in God's mission to the whole of life and to ensure that the Diocese has the right kinds of lay and ordained ministries to enable churches to serve God's mission. At a key point of re-shaping within the Diocese, the Mission and Ministry team is seeking to resource deaneries, parishes, chaplaincies and new worshipping communities in these ways:

- Deepening discipleship in everyday life and become more like Christ,
- Growing healthy, safe and inclusive churches which in turn grow missionary disciples within a church where a mixed ecology becomes the norm,
- Reaching those we currently don't reach, building upon Multiply (work reaching 20-40s) and Mustard Seed (work in our most deprived communities)
- Widening our vision for renewed lay and ordained ministries which will enable churches to serve that mission,
- Developing lifelong formation programmes to sustain those ministries,
- Engaging with work which enables us as a church to grow younger as we work with children, young people and families,



- Engaging with work which enables us as a church to grow more diverse.

The Opportunity

One of the elements of the *Living Christ's Story* Strategy is to develop a culture of lifelong learning as the expectation for all lay and ordained ministers because it lies at the heart of being a disciple. As a Diocese, we have been able in the last two years to build up initial formation work for lay and ordained ministers and now have the opportunity to build up our lifelong learning offer for those in later stages of ministry. The role will focus on:

- A) In recognition of the need for lay and ordained ministers in the Diocese to be enablers of change, we wish to develop our core programme of continuing ministerial development which will empower and equip those ministers to imagine a different church for a different context. The Adviser will have the opportunity to shape this programme which is expected to be aligned around some emerging themes of
- Growing trust in a time of change – being a non-anxious presence
 - Enabling the ministry of others especially helping clergy to be enablers of lay ministers by treasure-seeking gifts, in managing volunteers and in good supervision practice
 - Imagining the church of the future in terms of growing a church of missionary disciples which is younger and more diverse and where mixed ecology is the norm.

It is hoped that this will be a rolling programme which, over time, would be delivered to all licensed lay and ordained ministers. Elements of it may be delivered specifically to already established learning communities. The hope is to develop ongoing pathways of learning for those with wider leadership and oversight responsibilities.

- B) Developing and overseeing the rolling out of a three-year cycle of CMD: This will need to be done in the light of one other core CMD offer – the Transformative Education for Justice Programme to be overseen by a Racial Justice Enabler. The offer will need to align with the formation framework and with other diocesan wide formational opportunities. There will also be a small amount of work to oversee the CMD grants process.

As the role is half-time and the expectation is that the post-holder will be ordained, there may be opportunities for candidates who wish to do so, to add this role to a half-time parish appointment. This appointment would not be formally connected to the role and the two appointments would therefore be independent of each other. Informal conversations are welcomed.

Job Description

A. Develop our core programme to equip and enable lay and ordained ministers to engage in imagining a different church for a different context

The post holder will take the lead in devising our core programme which will essentially be a form of leadership development for lay and ordained ministers focusing on equipping them to imagine a different church for a different context. This Change Management programme will need to attend to the deepening of formational qualities which ministers need in order to be agile and adaptable, to be trusting and

non-anxious, to be outward facing and enabling of others. These qualities align with our diocesan vision to be a people who are becoming more like Christ, growing churches of missionary disciples who are younger and more diverse and reaching those we currently don't. This work will involve:

- Researching and testing out around the Diocese what the essential components of this learning are to become,
- Devising a programme which is based upon styles of learning rooted in reflective practice where communal and accountable learning is encouraged. Devising material which can be delivered online either as preparation for a session or as a piece of learning in itself would be desirable.
- Paying attention to the diverse contexts of the Diocese and to ways of learning as much as paying attention to the content of programmes and events
- Overseeing the roll-out of the programme
- Developing the core programme for those who have wider leadership and oversight responsibilities.

B. Delivery of a wider CMD offering

- This offer needs to be discerned in a way that surrounds the two core CMD programmes which are being developed (Change Management and Transformative Education for Justice).
- Researching the key needs of lay and ordained ministers will be essential as will ensuring that the offer is linked both to the Formation Framework and to the priorities of Living Christ's Story.
- It will be key to this programme that we signpost resources that are available locally, regionally and nationally and avoid a duplication of resources and events. It will be important to develop a programme that gains trust and balances out components that are about being, doing, knowing and growing.
- The postholder will make a small contribution to arrangements for the administration of the CMD grants, the Extended Study Leave process and the Ministerial Development Review process.

General Responsibilities

- Attend relevant meetings and have involvement in other projects and diocesan initiatives, drawing on the skills and gifts of the post-holder.
- Participate in an annual review and appropriate continuing professional development, including participation in professional networks extending beyond the diocese.
- Demonstrate a collaborative and professional approach to the role.
- Encourage good relationships with immediate colleagues, other staff and external contacts.
- Undertake such other duties as reasonably requested.

Key Working Relationships

- The post holder will be part of the Lifelong Learning Team and will report to the Head of Lifelong Learning
- Lifelong Learning Team Administrator
- Lifelong learning team colleagues – Initial Formation of Lay Ministry Adviser, Racial Justice Enabler and Digital Learning Tutor
- Members of the wider Mission and Ministry team including the Start of Ordained Ministry Adviser and the Growing Healthy Churches Adviser
- Regional and National networks of CMD and Lifelong learning advisers
- The National Ministry Development Team

The job description provides an outline of the key responsibilities of the post and is not intended to be an exhaustive list. The job description may be amended over time, in consultation with the post holder, to meet the needs of the Diocese. The role will require travel across the diocese. It is important that the post-holder is able to be flexible with their time as their working hours will include evenings and weekends.

Person Specification

1. An ordained minister of proven ministerial experience in the Church of England, grounded in worship, prayer, reading the scriptures and serving others
2. A passion for the ministry of the whole people of God and a commitment to the priorities of the Diocesan Vision: Living Christ's Story
3. Have experience of working with the ministerial formation of others and knowledge of ministerial formation and lifelong learning programmes
4. An adult educator with experience of working across a range of learners and holding a degree level qualification or similar professional experience. Additionally, there may be opportunities for a candidate to teach at Higher Education level 6 which would usually imply holding a Master's degree in Theology or similar professional experience.
5. A good knowledge of safeguarding practice and the ability to work with a high degree of sensitivity, confidentiality and professionalism.
6. A commitment to lifelong learning, including paying attention to their own formational development; able to show how own discipleship inhabits the seven qualities expected of those called into lay or ordained ministry.
7. The capacity to read the contours and cultures of a diverse diocese and to be alert to the missional needs of the Diocese and the vocational responses which that leads to
8. A track record of forming collaborative working relationships with a diverse range of people; able to demonstrate engagement with people who are different from themselves and hold this with integrity.
9. Very good interpersonal skills and pastoral sensitivity, particularly the ability to speak truthfully to others and give clear feedback.
10. Self-motivated; comfortable with accountability, and able to supervise and guide others, work well within teams and work independently as required.
11. Very good communication skills, including the ability to speak and write for a range of audiences.

Summary of Terms and Conditions

Employer	The York Diocesan Board of Finance (YDBF)
Line Manager	Head of Lifelong Learning
DBS Disclosure	A DBS check is required for this post.
Probationary Period	Appointments are subject to a 6-month probationary period.
Location	The post is based at the diocesan offices at Clifton Moor, York (flexible / hybrid working options are available)
Hours	The post is half-time. Our normal office hours are Monday to Friday, 9am to 5pm. The post holder will be required from time to time to attend meetings outside normal working hours. Agreement will be sought with the postholder as to which hours during the week will normally be worked.
Salary	An appointment will be made at Grade 4: £38,110 FTE (£19,055 pro rata).
Pension	The YDBF offers a contributory pension scheme (“the Scheme”) organised by the Church of England (the “Church”) Pensions Board. For each 1% of contribution paid by the employee, up to a maximum of 7%, the employer will pay a contribution equivalent to double the amount.
Holidays	In addition to Bank and Public Holidays, DBF employees are entitled to 5 weeks annual leave in any year.
Mileage	A mileage allowance will be paid in respect of journeys undertaken in connection with the duties of the post. This is remunerated as the <i>lesser</i> of the two distances to the destination as measured from the postholder’s home and from the Diocesan Office (currently 45p per mile for the first 10,000 miles). The full policy is available on request.

Non-contractual Benefits

Flexible Working	We offer staff a range of options for working flexibly, including regular homeworking.
Employee Benefits	We provide free parking at our York office, and our other non-contractual benefits currently include eye care vouchers and a cycle to work scheme.
Pastoral Care	We have an Employee Assistance Programme, and our Diocesan Adviser and Coordinator of Pastoral Care offers the space to talk

through pastoral, professional or personal matter, providing or arranging counselling and/or mediation if required.