1. Introduction

The Archbishop of York, in collaboration with the Bishop of Whitby, the Diocesan Secretary, and the Chair of the Diocesan Board of Finance, is seeking to appoint a new Archdeacon of Cleveland, following the transfer of Sam Rushton (archdeacon 2015-19) to be Archdeacon of York.

The major emphasis of the diocese is on its Dynamic Vision of ‘Generous Churches, Making and Nurturing Disciples’, with the focus on growing in Christlikeness, commitment, partnership, influence and numbers.

A priest is sought who will be totally committed to this vision and will bring creativity and enthusiasm to the post whilst exercising the statutory functions of an archdeacon with clarity and competence.

Whilst this description includes many elements that may be anticipated as intrinsic to the role of a ‘territorial’ archdeacon, the appointment is being made on the basis that the challenges and priorities of the Church of England are ever changing, and that there needs to be both a sense of urgency and also Christ-centred confidence in shaping mission for the future. The Archdeacon of Cleveland will have an important role, with the Archbishop and the rest of his leadership team, in not simply following trends but actively encouraging a fresh vision and a can-do culture in church life, being firmly committed to ensuring mutual resourcing to enable the vision to be realised. That is the spirit within which the Archdeacon will need to use and address formal procedures, as well as persuading ‘hearts and minds’, particularly in the archdeaconry.

2. The Diocese of York

The Diocese of York stretches from the River Tees in the north to the River Humber in the south, and from the Yorkshire coast westwards approximately as far as the A1. Its area (2,670 sq miles) is among the largest of the English dioceses. The total population of the Diocese (2011 census) is 1.43 million. Its major population centres are Middlesbrough*, Kingston-upon-Hull and the City of York. Its coastal towns include Bridlington, Scarborough, Whitby* and Redcar*; those inland include Selby, Beverley, Thirsk* and Northallerton*.

There is substantial new and growing development in a number of places, e.g. at Ingleby Barwick* in the north of the Diocese and Sherburn-in-Elmet in the south. There are large areas of sparsely-populated countryside in the Vale of York, the Yorkshire Wolds and the North Yorkshire Moors*. (Places in Cleveland are marked *.)

The diocese comprises three archdeaconries: York, the East Riding and Cleveland. There are approximately 600 church buildings, and 245 benefices or grouped mission units, served by ministers including 180 stipendiary incumbents and about two dozen stipendiary
assistant curates, approximately 100 self-supporting clergy and 200 active Readers. A further 300 people have participated in the Recognised Parish Assistants course and exercise lay ministry in their local contexts. There is no area scheme as such, but day-to-day oversight is exercised by the Archbishop (with particular responsibility in the Deanery of York), the Bishop of Selby in the remainder of York Archdeaconry, and the Bishops of Hull and Whitby in the archdeaconries of the East Riding and Cleveland respectively. The Bishop of Beverley (Provincial Episcopal Visitor) has particular responsibility in relation to petitioning parishes, and also exercises a wider ministry in his role as a suffragan bishop of the diocese.

There are four secondary Church of England academies in the diocese, and 121 Church of England primary academies and schools, most of which are Voluntary Controlled.

The role and functions of Deaneries and Deanery Synods have been the subject of significant engagement over the last three years. Each Deanery now has a Leadership Team, jointly led by an Area and a Lay Dean, with three overlapping and complementary purposes: Enabling Mission, Resourcing Ministry, Supporting Relationships. Each Deanery is putting mission at the forefront of its shared life, building on the Archbishop’s Pilgrimage (2015/16) and subsequent Deanery Missions (2017/18). In Spring of 2020 the bishops of the northern province will be supporting “Come & See” mission weekends in every Deanery across the diocese.

The diocese has embraced an agenda for growth, building on extensive engagement by parishes with Leading Your Church into Growth. There is a significant focus on reaching out to those who have been on the margins of our worshipping communities, and particularly those in their 20s-40s and in our most economically deprived areas. We have obtained £3m of strategic funding to establish new worshipping communities focused on younger adults (‘Multiply’) across the diocese through a combination of strategic deployment of additional stipendiary ministers and a seed corn fund to enable lay leaders to be trained and released. In the Cleveland Archdeaconry the locations include Ingleby Barwick, Thirsk, Northallerton, and Coulby Newham and Brambles Farm in Middlesbrough. Planning for creating contextually relevant and supportive worshipping communities amongst People in Poverty (‘Mustard Seed’) is well advanced, with a further bid for strategic funding currently being submitted.

Since 2013, parish contributions to the Common Fund have been on the basis of freewill offerings. Encouraging generosity and building local financial sustainability is the other key focus, with a recently established Generous Giving Team working closely with the Archdeacons and Deanery Leadership Teams to try to build confidence at parish level.

The diocesan retreat and conference centre, Wydale Hall*, is situated near Pickering*. Sisters of the Order of the Holy Paraclete, whose mother house is at Whitby*, are based at Bishopthorpe and York Minster. There is an ecumenical partnership with the Methodist and United Reformed Churches in the diocese, and a significant Roman Catholic presence, including the cathedral of the Diocese of Middlesbrough at Coulby Newham* and Ampleforth Abbey*.
3. **The Archdeaconry of Cleveland**

The shape and size of the archdeaconry has remained recognisably the same since medieval times. It includes the North York Moors and south Teesside. Its area is bounded by the coast from Middlesbrough, the mouth of the Tees, Redcar, Saltburn, Whitby and Robin Hoods Bay; the boundary then goes inland to take in the Vale of Pickering, Kirkbymoorside, Helmsley, Ampleforth, and part of the Vale of York (Thirsk and Northallerton), Ingleby Barwick, Yarm and Thornaby. There is considerable social, economic and political variation within the archdeaconry. Most of the land area is within the county of North Yorkshire; there is greater density of population in the northern urban part of the archdeaconry, including the unitary authority areas of Middlesbrough and Redcar & Cleveland. The Borough of Stockton-on-Tees straddles the river and the southern half (not including Stockton town centre) is therefore in the archdeaconry.

There are some 170 church buildings and places of worship, 52.5FTE stipendiary incumbent posts, and 28 church schools and academies, one of which (All Saints, Ingleby Barwick) is secondary.

The archdeaconry includes a number of historic Christian sites dating from Celtic and Anglo-Danish times: Whitby, Lastingham, Middleton and Ellerburn near Pickering, Brompton near Northallerton, Kirklevington and many others.

In many parts of the archdeaconry, the pattern of church life has been typical of that found in market towns and rural villages. Especially within the urban part, there is noticeably a greater variation in traditions: there are seven traditionalist catholic benefices with Letters of Request in place. Traditionalist parishes are served by the Bishop of Beverley in conjunction with the Archdeacon, and in consultation and collaboration with the Bishop of Whitby, all under the authority and oversight of the Archbishop. The archdeaconry has a smaller proportion of distinctly evangelical parishes than would now be typical of the Church of England generally, the majority being central in tradition.

Since 2012, a significant element of the churches’ engagement with the community has been through the Joint Venture with the Church Urban Fund, *Together Middlesbrough & Cleveland*, which is constituted as a charitable company. Further details of its work may be found at [https://togethermc.org.uk/](https://togethermc.org.uk/)

As noted above, there are five ‘Multiply’ posts in the archdeaconry. There are close links with the spiritual support service at Teesside University and we have a recent graduate as a Church of England student worker.

As there is an ongoing task of ensuring the sustainability of ministry into the future, the Archdeacon must be ready to lead consideration of appropriate pastoral reorganisation, as well as being committed to working with parishes to support and help develop an innovative approach to their mission and ministry.

4. **The task of the Archdeacon**

The Archdeacon holds a key position in servicing the mission and ministry role of the Archbishop as Diocesan Bishop. The Archdeacon — who is constitutionally the officer of the Archbishop, not of the suffragan bishop — represents the Archbishop’s interests in the
policy-making and life of the diocese through ex-officio membership of the statutory, synodical and other major committees of the diocese.

The time spent in meetings and travel must not be underestimated: at the same time, the Archdeacon must be able to make those meetings an instrument of mission, being the voice of parishes to committee members and communicating the significance of the common life of the diocese to parishes. The Archdeacon goes out from the committees with the task of communication and interpretation through visits, correspondence and availability.

The Archdeacon is not an intermediary or a line manager separating the Archbishop from the incumbents, because he has committed a cure to them which is ‘both yours and mine’. Giving encouragement, information, guidance and space to clergy and church officers is the essence of the work. The Archdeacon is to act as a bridge builder, a focus of pastoral care and support, and an encourager of fresh initiatives. It is thus a spiritual, enabling ministry, not a bureaucratic regulatory function, and being able to understand the missional and ministerial implications of all meetings and decisions is at the heart of the role.

5. Diocesan responsibilities

The Archdeacon shares with the Archbishop of York and his leadership team in the formation of strategy for leadership and oversight, especially through membership of:

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<th>Policy, co-ordination</th>
<th>Approximate number of meetings</th>
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<td>and exchange of mutual support</td>
<td>Bi-monthly and as required</td>
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The Bishop of Whitby

The Archbishop’s Leadership Team (ALT) Meeting

Diocesan Area Deans’ Meeting

The Archbishop’s Council

Diocesan Synod

Diocesan Secretary & Archdeacons’ Meeting

Chancellor and Registrar’s Meeting

Archdeaconry meetings (‡ with the Bishop of Whitby)

Area Deans’ Meeting ‡

Lay Deans’ Meeting

Area Deans’ and Lay Deans’ Meeting ‡

Deanery Leadership Team meetings ‡

Deanery Finance Advisers’ Meeting

Bi-monthly and as required

10pa

2pa (in conjunction with Archbishop’s Staff)

5pa (incorporates the Directors’ meeting of the Diocesan Board of Finance and the Diocesan Mission & Pastoral Committee)

3pa

4pa and otherwise as required

1pa

5pa

3pa

2pa

1pa for each of 6 deaneries

as arranged by the Archdeacon
Finance and resourcing

Finance Committee: 9pa
Property Sub-committee: 4pa

Pastoral and welfare

Diocesan Mission & Pastoral Sub-committee: 4pa
Ministers Relief Fund Charity: 4pa (usually precedes another meeting)
Retired Clergy and Widows Committee: 1pa (usually follows an ALT meeting)

Church Buildings

Diocesan Advisory Committee: 9pa
Closed Churches Working Group: 4pa (precedes a M&P Sub-committee)

The Archdeacon:

a. shares with the Chancellor in the exercise of Faculty Jurisdiction and dealing with those applications normally assigned to Archdeacons.
b. conducts quinquennial Archdeacon’s Visitations in parishes and carries out duties under the Inspection of Churches Measure 1955.
c. ensures that the parochial returns for the Archdeacon’s Visitation are collated.
d. oversees the service for the Archdeacon’s Visitation and (unless the Archbishop holds an admission in person) admits churchwardens annually to their office.
e. visits churchyards, chapels and churches to prepare reports for the Registrar when consecrations or closures are required.
f. works with the bishops in implementing the terms of the Mission and Pastoral Measure 2011, ensuring and overseeing deanery planning and deployment strategy, and oversees visits of Archdeaconry Pastoral Working Parties in matters of pastoral reorganisation.
g. is involved in consultation with parishes during vacancy, and in interviews for prospective incumbents.
h. composes Role Descriptions for ecclesiastical offices, and visits new incumbents after six months to review them.
i. visits parsonages with the diocesan surveyor during vacancies to agree going works.
j. works closely with the Diocesan Safeguarding Adviser in the handling of serious safeguarding situations relating to church officers in parishes and monitoring, supporting and advising parishes in relation to safeguarding policy and practice.
k. conducts Ministerial Reviews in conjunction with the Archbishop and the Bishops of Whitby and Beverley.
l. induces new incumbents and installs Priests in Charge at their Services of Welcome, and presents those to be ordained in the diocese as Deacons and Priests.
m. offers pastoral help to clergy and church officers.
n. is fully involved in matters of clergy discipline and capability procedures, including specific duties specified in the Clergy Discipline Measure 2003 and the Ecclesiastical Office (Terms of Service) Measure 2009.
may be the Line Manager for a small number of employees of the Diocesan Board of Finance.

will be required to assume responsibility for some aspects of diocesan strategy and leadership, as required by the Archbishop.

is an ex-officio member of the College of Canons of York Minster.

In order to achieve this, it is vital that good communication and partnership is maintained with the Archbishop, the Bishops of Whitby and Beverley, the other archdeacons, the Diocesan Secretary and the teams based at Diocesan Office, diocesan committee chairs and members, the Diocesan Registry and the members of the six Deanery Leadership Teams of the Archdeaconry.

In addition to the duties that are intrinsic to the role of the Archdeacon of Cleveland, members of the Archbishop’s Leadership Team may be asked to take responsibilities for particular aspects of the diocese’s mission, taking their individual skills and interests into account.

6. **Within the Archdeaconry, as a colleague of the Bishop of Whitby**

The prayerful and mutually supportive relationship between the Archdeacon of Cleveland and the Bishop of Whitby is vital. The Archdeacon shares with the Bishop pastoral oversight of clergy and lay employees, and may act as line manager for employed specialist ministers. The Archdeacon undertakes Ministerial Development Reviews with between eighteen and twenty clergy per year.

Encouraging and advising churchwardens and other lay officers is a core part of the Archdeacon’s role within the archdeaconry. So too is work with Deanery Financial Advisers.

There is a need to collaborate, with the Bishop especially, in working with churches and other Christian organisations to enhance partnerships with local authorities, government agencies, community groups and ecumenical partners.

7. **As a priest in his or her own right**

Although the given tasks of the archdeacon are demanding, it is important that he or she also finds time for prayer and reflection, and time to exercise distinctive personal gifts, and pursue areas of particular interest whether within the diocese or beyond.

The Archdeacon will exercise a preaching and sacramental ministry across the archdeaconry week by week, with the expectation that a network of confidence and friendship is built up with clergy and laity.

8. **Personal qualities**

The Canons of the Church of England require that the appointee has been six years complete in holy orders and is in priest’s orders at the time of the appointment. The appointment is also subject to a satisfactory enhanced DBS disclosure.
Essential characteristics, gifts and skills include:

- A strong personal and living encounter with Jesus Christ, a living prayer life and a dependence on the Holy Spirit.
- Being an enthusiastic ambassador for the Christian gospel
- A confident maturity, “attaining to the full stature of Christ.”
- An ability to communicate Christian good news both in preaching and in other formal and informal contexts.
- Theological literacy with the ability to interpret the church to the world and the world to the church.
- Pastoral ability and experience.
- A commitment to and experience of collaborative ministry and team building, and an ability to work creatively and effectively in a role where final decisions are made by or shared with others.
- An ability to discern the spiritual nature of the organisational demands within the role.
- Skill in discerning, encouraging and harnessing gifts.
- A positive commitment to both inherited and emerging forms of church, and a proven commitment to growing churches.
- Whatever his or her own tradition, an affirmation of other traditions and an enthusiasm for working with people of those traditions.
- Administrative confidence and clarity of mind, including confidence in deciding whether to deal with the issue or refer it elsewhere.
- The gift of hospitality.
- Empathy with parochial ministry in a variety of settings.
- Experience of working in partnership with secular bodies.
- An ability to engage with robust debate and challenge.
- Skill in change management, and in averting and resolving conflict.
- A high level of self-awareness.
- An understanding of Christian giving, and an ability to speak clearly and appropriately about the financial needs of the church.
- Ability to acquire enough familiarity with the legal and statutory requirements of the post.
- Ability to communicate via the media, and the ability to learn how to manage challenging interviews.
- Ability to travel independently throughout the diocese.
- A sense of humour.
9. Support

- Full secretarial help is available for 15 hours per week, spread over three days, from the Archdeacon’s Personal Assistant (Lesley McLaren).
- Full working expenses are reimbursed by the Diocesan Board of Finance.
- The Archdeacon will live in and work from accommodation provided by the Diocese of York. The house is at 48 Langbaurgh Road, Hutton Rudby TS15 0HL, close to the A19, with the larger centres of Middlesbrough and Stokesley nearby. The local community primary school has been rated outstanding by Ofsted.

The house is in the relatively newly developed residential area of the village. Previous owners had it extended from the original 4-bedroom plan, by converting the integral garage.

It includes a large sitting room, very large living kitchen with another medium-size room adjacent, utility space, and two rooms at the front of the house which have been used as office/study space for the archdeacon and PA respectively. There are 6 bedrooms (2 en suite), free-standing double garage, medium-size garden to the rear, and extensive off-street parking space to the front.

For an informal discussion please contact the Bishop of Whitby, the Rt Revd Paul Ferguson (01642 593273: bishopofwhitby@yorkdiocese.org).

Applications should be made via the Pathways website.

Closing date for applications       Thursday 14 November 0900
Preliminary interview date          Wednesday 27 November
Final interview with the Archbishop Thursday 12 December