



THE CHURCH
OF ENGLAND

**Diocese of St Edmundsbury
and Ipswich**

Role description signed off by: Archdeacon of Suffolk

Date: October 2018

To be reviewed 6 months after commencement of the appointment, and at each Ministerial Development Review, alongside the setting of objectives.

1 Details of post	
Role title	Two House for Duty Priests
Name of benefice	The Saints
Deanery	Waveney and Blyth
Archdeaconry	Suffolk
<i>Initial point of contact on terms of service</i>	Archdeacon of Suffolk

2 Role purpose
General
To share with the Bishop both in the cure of souls and in responsibility, under God, for growing the Kingdom in this benefice.
To ensure that the church communities in the benefice flourish and engage positively with 'Growing in God' and the Diocesan Vision and Strategy.
To work together as House for Duty Priests in this benefice, having regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation.
To collaborate within the deanery both in current mission and ministry and, through the deanery plan, in such reshaping of ministry as resources and opportunities may require. To attend Deanery Chapter and Deanery Synod and to play a full part in the wider life of the deanery.
To work with the ordained and lay colleagues as set out in their individual role descriptions and work agreements, and to ensure that, where relevant, they have working agreements which are reviewed. This involves discerning and developing the gifts and ministries of all members of the congregation.
To work with the PCCs towards the development of the local church as described in the benefice profile, and to review those needs with them. To recognise and value the individuality of each community.

To work together, as appropriate, with other Christian denominations which have a presence in the parishes and the wider deanery.
Schools
To work closely with the local primary school of St Lawrence and with High Schools in Bungay and Beccles. The diocese is committed to work with both community and church schools and this should be seen as a key part of the priest's role.
Specific tasks and responsibilities
Lead the benefice ministry and pastoral teams by working with parishes to develop a shared vision and plans for Growing in God; encourage lay participation in services; identify and develop people's talents.
Be a biblical shepherd who will inspire and invigorate church members.
Share the Christian faith with people of all ages and work with parishes to widen the age profile of congregations through building on some of the initiatives already implemented.
Maintain existing links and continue work with Headteachers of all local schools to help develop ministry amongst young people and children, and particularly to build on the opportunities provided by schools.
Strengthen and encourage links with young people, families, the middle aged and newly retired and help to expand outreach, pastoral care and visiting capabilities for those in need such as the elderly, lonely and isolated.
Be willing to contribute to community life in all the villages of the benefice.

3 Key contacts
Generic The PCC's The Deanery Chapter & Synod The Church Wardens The Rural Dean, Assistant Rural Dean and Lay Chair Readers Lay Elders Vicar of Bungay
Specific Ordained and lay colleagues (those holding the Bishop's licence, office holders and administrative staff)
Supportive The Archdeacon, who will review this role description with you when you are six months into post. The Rural Dean, the Assistant Rural Dean and the Lay Chair Diocesan Director of Mission and Ministry Bishop's Ministry Officer

<p>Patrons Bishop of St Edmundsbury and Ipswich Duke of Norfolk Lord Chancellor</p>
<p>Role context and any other relevant information</p> <p>Predictions of 'available stipendiary clergy' nationally mean that each deanery is being asked to consider what re-organisation might enable a decrease in stipendiary numbers. The consequence of this is that there must be a greater sense of collaborative working.</p>
<p>To be aware of the implications of the Centenary Share system on the finances of the benefice.</p>
<p>To continue to support and develop the ministry of others across the benefice.</p>

<p>4 Benefice Summary</p>	
<p>Parishes</p>	<p><u>Flixton</u>, <u>Homersfield</u>, <u>Ilketshall St John</u>, <u>Ilketshall St Lawrence</u>, <u>Ilketshall St Margaret</u>, <u>Rumburgh with All Saints South Elmham & St Nicholas South Elmham</u>, <u>St Cross South Elmham</u>, <u>St James South Elmham</u>, <u>St Margaret South Elmham</u>, <u>St Michael South Elmham</u>, <u>St Peter South Elmham</u>.</p>
<p>Churches (Listings of buildings)</p>	<p><u>Flixton</u>, St Mary the Virgin, Grade 2* <u>Homersfield</u>, St Mary the Virgin, Grade 2* <u>Ilketshall St John</u>, St John the Baptist, 2* <u>Ilketshall St Lawrence</u>, St Lawrence, 2* <u>Ilketshall St Margaret</u>, St Margaret of Antioch Grade 1 <u>Rumburgh with All Saints South Elmham & St Nicholas South Elmham</u>, St Michael and St Felix, Grade 1 <u>St Cross South Elmham</u>, St George, Grade 1 <u>St James South Elmham</u>, St James the Great, Grade 1 <u>St Margaret South Elmham</u>, St Margaret of Antioch, Grade 1 <u>St Michael South Elmham</u>, St Michael and All Angels, Grade 1 <u>St Peter South Elmham</u>, St Peter the Apostle, Grade 2*</p>
<p>PCC</p>	<p>The PCCs seek to work together, to be supportive and effective in mission and growth.</p>
<p>Schools and Colleges</p>	<p>Ilketshall St Lawrence County Primary School</p>
<p>Churchwardens</p>	<p><u>Ilketshall St John</u>, 1 <u>Ilketshall St Margaret</u>, 1 <u>St Peter South Elmham</u>, 1 <u>St Michael South Elmham</u>, 2 <u>St James South Elmham</u>, 1 <u>St Margaret South Elmham</u>, 1 <u>St Cross South Elmham</u>, 2 <u>Rumburgh</u>, 2 <u>Homersfield</u>, 1</p>

Ministers	3 Lay Elders 1 Reader 1 Assistant Priest 2 PTO
Buildings	
Churchyards (Open or closed)	All Churches, including additionally All Saints South Elmham, have open churchyards
Population	<u>Flixton</u> , St Mary the Virgin, 176 <u>Homersfield</u> , St Mary the Virgin, 158 <u>Ilketshall St John</u> , St John the Baptist, 46 <u>Ilketshall St Lawrence</u> , St Lawrence, 158 <u>Ilketshall St Margaret</u> , St Margaret of Antioch, 153 <u>Rumburgh with All Saints South Elmham & St Nicholas South Elmham</u> , St Michael and St Felix, 460 <u>St Cross South Elmham</u> , St George, 117 <u>St James South Elmham</u> , St James the Great, 205 <u>St Margaret South Elmham</u> , St Margaret of Antioch, 99 <u>St Michael South Elmham</u> , St Michael and All Angels, 57 <u>St Peter South Elmham</u> , St Peter the Apostle, 36
Average Sunday Attendance	Across the benefice; Morning prayer, 8 Eucharists, 18 Evening prayer, 10
Parish Share	2017 £26,034 74.20% 2016 £26,894 73.82% 2015 £22,209 63.67%
Expenses	Reasonable expenses reimbursed in full
Resolutions	None
Church Tradition	Suffolk Rural Central
Pastoral re-organisation	The new Priest in Charge will be expected to forge links with the benefice of Bungay, Mettingham and Barsham.
Presence of other Christian denominations	None
Presence of other faith communities	None
Additional Expectation	To be a Trustee of the Town Estates Charity and Chairperson of the Doreen Daphne Skinner Trust