



Sheppard Scholar and Pastoral Assistant at St Martin-in-the-Fields, Trafalgar Square, London

We are looking for **two** enthusiastic, highly efficient, proactive people to join us. The first is the **Sheppard Scholar** role. This is a new scheme for the HeartEdge churches that will enable them to support new and refreshed mission and ministry projects. For more details about HeartEdge please visit their [website](#). The second is our **Pastoral Assistant** role which combines theology with practical pastoral work that immediately supports the Associate Vicar for Mission.

Both roles are a yearlong programme that will offer a breadth of experience and range of responsibilities from participation and involvement, to roles of leadership. The aim is to give a wide experience of ministry as well as to draw on your own gifts and faith at a time of growth in the life of St Martin's **and** HeartEdge.

The **Sheppard Scholar** role will focus on liaising with other Sheppard Scholars, HeartEdge hubs and members and helping to plan and deliver programmes and events. The **Pastoral Assistant** will focus on the ministry taking place at St Martin's, working with the clergy to develop and help lead study courses, outreach to marginalised groups, and participatory liturgy and worship. **Both** roles will take part in the worshipping life of St Martin-in-Fields, with the opportunity to share the life of the Nazareth Community, a gathered community, committed to a life which includes, silence, sacrament, scripture, and service and sharing. This is an exciting and inspirational programme offering two people a unique chance to share the life of this church.

Working at St Martin's

- **Based at** - St Martin-in-the-Fields, Trafalgar Square, London
- **Working pattern** - Five regular days each week: Sunday – Thursday
- **Salary** - £22,000 plus workplace pension
- **Holiday Entitlement** - 25 days per annum, plus 8 bank holidays
- **Perks** - Free filter coffee and tea throughout your working day, 20% discount in the Café in the Crypt/Courtyard, Shop (excluding books) and limited concert concessions
- **Notice period** - 4 weeks

We are looking for two people who are:

- **Passionate** about creating a welcome and open place
- **Creative** in finding solutions
- **Hardworking** and who can take the initiative to get things done
- Self-starting, excellent at **organisation** and calm under pressure
- **Friendly** and able to work in a large and varied team
- Approachable, **welcoming** and supportive
- Committed to building diverse and **inclusive** Christian community
- Inspired to spend a year helping others, **learning** from others and empowering others

How to apply

- a supporting statement, explaining why you believe you can do this role
- a comprehensive CV detailing your relevant achievements in each role, and including details of two referees, one of whom should be your current or most recent employer

If you would like to chat about this role, please call a member of the Human Resources Team on 020 7766 1101/1119.

Interviews will be held on **07 May 2019**.