



Vicar of St Mary the Virgin Oxenhope (0.5 stipend)

ROLE DESCRIPTION

Role description signed off by Ven Dr Andy Jolley, Archdeacon of Bradford

Date: July 2024

To be reviewed 6 months from appointment and 3 yearly thereafter

1 Details of post

Role title (as on licence): **Vicar of St Mary the Virgin, Oxenhope**

Name of benefices: Oxenhope

Episcopal area: The Episcopal Area of Bradford

Archdeaconry: Archdeaconry of Bradford

Deanery: Aire and Worth

Initial point of contact on terms of service: Archdeacon of Bradford

2 Role Purpose

Specific

From the perspective of the Episcopal Area, we see three particular priorities for the incoming incumbent:

- To provide leadership that enables numerical and spiritual church growth, serving the local community, reimagining ministry with a 'mixed economy' of newer forms of church and worship alongside traditional ones, and developing pathways to sustain the growth of lay discipleship and leadership, taking them to the next level. This will require excellent team building and team leadership, as well as strong teaching skills for a congregation used to intellectual rigour.
- To support and extend effective ministry with families, young people and children to grow young people as Christians, and to deepen existing links with the church school and the uniformed organisations.

- To develop active and visible relationships within the village in creative ways, both personally as an individual and also through the congregation. S(he) should be able to engage strategically with the life of the community, developing relationships (for example with Oxenhope Methodist Church, school families, sports groups, and the farming community) and contributing with others to a vision both for Oxenhope, and for the place of the Church in Oxenhope.

In addition, the person appointed will be the senior Anglican priest at Oxenhope and would be the Training Incumbent for any curate deployed to the parish.

General

- To share with the Bishop both in the cure of souls and in responsibility, under God, for “building confident Christians, growing churches and transforming communities”;
- To have 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 including safeguarding;
- To build up the Kingdom of God in the parish of Oxenhope and more widely in the Diocese;
- To promote the health of the Church and its growth in numbers, in spiritual commitment and in service to local communities;
- To have regard to the five goals of the Diocesan Strategy (see Appendix);
- To undertake any duties that may reasonably be required of the role.

3 Key Working Relationships

- The Bishop of Leeds
- The Bishop of Bradford (with responsibility for the Bradford Episcopal Area)
- The Archdeacon of Bradford
- The Area Dean and Deanery Lay Chair
- The Deanery Synods and Clergy Chapter
- The Diocesan Office team, including the Human Resources Manager
- The Diocesan Mission and Ministry Team
- The Area Clergy Development Officer
- Clergy and lay colleagues
- Churchwardens
- The Parochial Church Council
- Ecumenical partners / Ministers of churches in the area
- Local community partners including schools.

Future

- Local councillors and other civic leaders
- Head teachers of schools
- Leaders of other religious communities

Supportive:

- Clergy Counselling Support

4 Health and Wellbeing

The Diocese of Leeds is committed to promote the wellbeing of our clergy and their households in terms expressed in the Church of England's Covenant for Clergy Care and Wellbeing. We also expect our clergy to manage their time well to ensure that they:

- Take a regular day off each week, trying to ensure that this includes the preceding evening and If the weekly day off is compromised for whatsoever reason, to take a day off in lieu;
- Take their full annual leave allowance each year (six weeks holiday plus Bank Holidays, or time in lieu of Bank Holidays);
- Pay attention to their spiritual wellbeing, including daily prayer and Bible reading, reading / learning in general, quiet days and an annual retreat;
- Build collegial relationships across the Deanery, Episcopal Area and Diocese;
- Engage fully with their annual Ministerial Development Review and Continued Ministerial Development and Education;
- Advise the Area Dean, Archdeacon or Area Bishop as early as possible of any health, stress or anxiety concerns;
- Engage in a continuous learning relationship (eg work mentor, spiritual director, peer group) which supports and encourages their ministry. The Area Bishop or Archdeacon can provide a directory of spiritual directors and mentors should this be required.

The Diocese of Leeds works with Health Assured, our Employee Assistance Programme, in delivering a confidential, professional source of support, including a helpline and counselling services, to its clergy and spouses.

Despite the reference to 'Employees', the programme provides services closely suited to the needs of clergy. Details can be seen at <https://www.healthassured.org/>

The HR team at Church House are also available to talk through any issues or questions. For further information, go to the diocesan website: <https://www.leeds.anglican.org/how-we-can-help/supporting-clergy/wellbeing-counselling-and-support-for-clergy/wellbeing-counselling-and-support-for-clergy> or ring this free and confidential helpline: 0800 028 0199.

5 Archdeacon's Comment

Our vision as the Diocese is about confident clergy equipping confident Christians to live and tell the good news of Jesus Christ. In appointing to this post, we are looking for someone who has a joyful and confident faith which has inspired a track record of church growth. (S)he will be an enabling leader who can work with the congregation of St Mary's to keep growing the church, developing discipleship, and nurturing relationships within the village and local community in creative ways. Given the part-time nature of this post, we are seeking a person who can inspire and develop others into ministry, leadership and responsibility alongside themselves

St Mary's Oxenhope is a single-church village parish within the Bradford Episcopal Area of the Diocese of Leeds. The population of nearly 3000 includes farmers, commuters and retired people, who all have distinctive pastoral needs. The church has a unique role within the local community, and St Mary's building is a significant focal point. The church has earned a voice in

Oxenhope's life from its record of trusted presence and strong engagement with the life of the parish. The church remains the place that people look to for marking the seasons and key events in their lives and the life of the village. Hence the new vicar will find a warm welcome.

The PCC finances are well-managed and the church building is in good order with a range of works recently completed. New forms of service (Shine and Family Praise) have drawn a wider demographic to worship, and the parent and toddler group (Mary's Little Lambs) has brought young families to the church. This work needs to continue, building on the work of previous incumbents and the excellent relationship with the local church primary academy and uniformed organisations to ensure the church continues to proclaim the gospel afresh to each generation.

Some PCC members engaged with the Living in Love and Faith materials as part of a group in the Deanery. The PCC subsequently discussed Prayers of Love and Faith and agreed they would be open to their use at St Mary's.

The Deanery of Aire and Worth is comprised of parishes with a similar demographic to this one, many of whom are experimenting with mixing new approaches to worship and mission alongside inherited patterns. The new vicar will find a group of creative and supportive colleagues in the Deanery chapter, all of whom will be familiar with the joys and challenges that each other faces. We expect the new post holder to work with a spirit of generosity in sharing wisdom and insights about ministry within the Deanery of Aire and Worth, and across the Episcopal Area.

All new appointees in the Diocese are required to undertake:

- (i) the diocesan induction programme which includes diocesan training for safeguarding children and vulnerable adults,
- (ii) a course on presence and engagement in the context of other faiths, and
- (iii) the residential "*Leading Your Church into Growth*" course (LYCiG).

Leading your Church into Growth (LYCiG) and Jesus Shaped People (JSP) are two excellent initiatives born in the Bradford Episcopal Area and now adopted in other Dioceses. They have enabled church growth and developed confidence in congregations. Newly appointed clergy are required to book onto a LYCiG conference within 12 months of their appointment, and ideally to attend with some people from their parish. Experienced mentors and training are available to new incumbents to make the most of LYCiG and JSP.

The accommodation offered will be the vicarage at 20 Glenhow Drive, Oxenhope, Keighley, BD22 9SA, as detailed in the Parish Brochure. Prior visits, if necessary, can be arranged via the Archdeacon's PA. Please contact carmel.dylak@leeds.anglican.org

APPENDIX: FIVE STRATEGY GOALS

Goal 1: Thriving as a distinctive diocese whose culture is shaped by a shared vision and values

“Speaking the truth in love, we will grow to become in every respect the mature body of him who is the head, that is, Christ”. Ephesians 4:15 (NIV)

- a) With Christ as our model for “Loving, Living and Learning”, to be energised by what it means to be part of the Diocese of Leeds and to see the diocese as “us” rather than “them”: a body of maturing Christians with a shared story to tell and a distinctive part to play.
- b) To be committed to the safeguarding, care and nurture of everyone within our community, and to God’s creation.
- c) To work as part of a diocese that, because of its scale, is making a unique contribution to building the Kingdom of God, while operating at a local level in every parish and episcopal area.

Goal 2: Reimagining ministry

“Christ himself gave the apostles, the prophets, the evangelists, the pastors and teachers, to equip his people for works of service, so that the body of Christ may be built up”. Ephesians 4:11-12 (NIV)

- a) To promote the flourishing of a varied range of models of ministry that are missionally appropriate to context, faithfully yet imaginatively Anglican and financially sustainable.
- b) To work confidently in fruitful clergy/lay partnerships
- c) To actively promote the numerical growth of the church in your care
- d) To work with partners in the local communities to promote evident signs of transformation.

Goal 3: Nurturing lay discipleship

“Whatever you do, work at it with all your heart, as working for the Lord, not for human masters”. Colossians 3:23 (NIV)

- a) To enable all members of your congregations to mature in their calling as Christians in the whole of their lives and take seriously the five marks of mission¹;
- b) To provide pathways for more people to come to Christian faith, reflected in the number of baptisms and confirmations, including teenagers.
- c) To provide and promote nurture courses for enquirers and those new to faith;
- d) To promote small group participation as the norm for mutual pastoral care, Bible study, growth in faith, and outreach;
- e) To encourage and enable people to express their Christian faith confidently outside church;

¹ *To proclaim the Good News of the Kingdom. To teach, baptise and nurture new believers. To respond to human need by loving service. To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation. To strive to safeguard the integrity of creation and sustain and renew the life of the earth.*

- f) To promote the prayer life of the church and individuals to underpin all the above.

Goal 4: Building leadership pathways

“You have heard me teach things that have been confirmed by many reliable witnesses. Now teach these truths to other trustworthy people who will be able to pass them on to others”. 2 Timothy 2:2 (NLT)

- a) To share with the Diocese in attracting, discerning, recruiting, training and continuously developing lay and ordained leaders, from informal exploration to accreditation.
- b) To take responsibility for your own vocational development, and to encourage others to do so, making use of diverse opportunities.
- c) To develop and promote the leadership potential of people of all ages.

Goal 5: Growing young people as Christians

“Jesus grew in wisdom and in stature and in favour with God and all the people”. Luke 2:52(NLT)

- a) To create and sustain a welcoming, enriching and safe worshipping community for children and young people.
- b) To provide a supportive context for children and young people to mature in Christian faith and to live out that faith in practice.
- c) To contribute to the well-being and faith development of children in Oxenhope C of E primary school; to provide every child with an opportunity to encounter Christ and the Christian faith in a way which enhances their lives.