



Interim Vicar of St James Silsden

ROLE DESCRIPTION

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

Date: January 2024

To be reviewed 6 months from appointment and 3 yearly thereafter

1 Details of post

Role title (as on licence):	Interim Vicar of St James Silsden
Name of benefices:	Silsden
Episcopal area:	The Episcopal Area of Bradford
Archdeaconry:	Archdeaconry of Bradford
Deanery:	South Craven and Wharfedale
Initial point of contact on terms of service:	Archdeacon of Bradford

2 Role Purpose

Specific

There are three priorities associated with the role of being Vicar of Silsden to develop the life of the church and its place in the local community:

- To sustain and develop a 'mixed ecology' of effective forms of mission, ministry and styles of worship, and especially those enabling outreach to families, young people and children in order to grow young people as Christians.
- To continue building up confident lay ministry, both in depth and numbers. This will include developing pathways for evangelism and discipleship, including the existing home groups, and increased lay leadership, encouraging individuals to grow in faith and use their gifts and talents. Hence, the incoming vicar will need excellent teaching, communication, team building and team leadership skills.
- To strengthen, and further develop, active and visible relationships within Silsden 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, fostering excellent relationships (for example) with the local primary school, other churches involved in Churches Together in Silsden, uniformed groups and community organisations (not least through the Gala). We expect him/her to build on the work to date so that St James

contributes with others to a shared vision both for Silsden, and for the place of the churches in Silsden.

In addition, there are three particular specific tasks for the Interim Ministry beyond the normal requirements of parish ministry:

1. To develop and implement a plan for mission amongst the people living and moving into the new housing developments in the parish;
2. To determine whether the parish's finances can be built up sufficiently to sustain the deployment of a full-time vicar in future;
3. To help the parish develop and articulate its identity, so it is clear what kind of skills and experience they are seeking in the next incumbent at the end of the Interim Ministry.

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 St James 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. For all of our appointments we are seeking clergy who have a joyful and confident faith which has inspired a track record of church growth.

St James Silsden is a large, single-church, small town parish with a "village" feel to the west of Keighley and Bradford. Silsden lies on the Leeds-Liverpool canal and was originally a mill village with a non-conformist Methodist heritage. That industry has long since gone, and the parish has lower than average levels of deprivation. Around 80% of housing is owner-occupied, with an above average proportion being terraced. The population in 2021 was 8707, but this will have increased considerably through subsequent new housing developments, which are continuing to add to the town. The population is almost entirely white British, and income along with levels of education and qualifications are above regional averages. The health, wholesale and construction sectors are significant sources of employment, along with some farming, and the local railway station offers easy commutes into Leeds or Bradford. The church buildings are at the heart of the town, on the high street which has a variety of pubs, cafes and small shops.

The parish has recently become vacant after a faithful ministry of 13 years from the previous clergy (a husband and wife job-share). Important building blocks are in place in terms of engagement with the community, regular Alpha courses, a range of worship service styles, good governance structures and development of the church buildings. Lay ministry has been carefully nurtured, with increased confidence and a growing leadership pipeline.

A recent initiative has started to engage those living in the new housing developments. How to build on this is one of the important questions that must be addressed. Another is how to build greater financial strength so that the parish does not require external subsidy. The answers to these questions may require significant further changes, which need to be carefully managed. That is why, following the appropriate and necessary consultations locally and within the Diocese, an Interim Ministry appointment is being progressed for an initial period of three years. This will allow the space and time to focus on these and other questions and to carefully manage such change as is needed.

In common with all our Interim Ministry appointments, a monitoring process will be put in place, involving a quarterly meeting with the Archdeacon and a review point at the end of two years at the latest. This will enable a decision to be taken as to whether the arrangement should be extended, made permanent or the appointment reviewed and changed. This will allow the decision to be implemented during the third year of the interim post. The criteria for the review would be based on the three key tasks for the Interim Ministry listed above.

The Deanery of South Craven and Wharfedale is comprised of parishes with a similar demographic to Silsden, many of whom are experimenting with mixing new approaches to worship and mission alongside inherited patterns. The new Interim Vicar will therefore find a group of creative and supportive colleagues in the Deanery chapter, all of whom will be deeply familiar with the joys and challenges that each other faces. There is also a learning community of Interim Ministers in the Diocese, convened by an Archdeacon, to which the Interim Vicar will be welcome. We expect the new post holder to work with a spirit of generosity in sharing wisdom and insights about ministry within the Deanery of South Craven and Wharfedale 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 Briggate, Silsden, BD20 9JS, 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;
- f) To promote the prayer life of the church and individuals to underpin all the above.

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.*

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 the schools in the parish to provide every child with an opportunity to encounter Christ and the Christian faith in a way which enhances their lives.