



THE CHURCH
OF ENGLAND

DIOCESE OF
GLOUCESTER

Diocese Of Gloucester

Archdeacon of Cheltenham

Application Pack



The next Archdeacon of Cheltenham



Thank you for showing interest in this ministry. I believe it to be a post full of potential at a significant moment in a diocese where exciting things are happening.

It is a significant moment because

- we have recently had a review (with help from the Foundation for Church Leadership) on senior posts in the diocese, enabling us to see these ministries in a more creative and coherent way;
- we are entering a period when there will be a major turnover in the membership of the Bishop's Staff Team and this appointment is the first in a series that will create new leadership for the diocese, with roles and responsibilities changing in the coming years;
- recent reorganisation of deaneries into larger mission-focused units provides an opportunity for the Archdeacon to be the team leader of a group of area deans committed to transformation and change.

With the help of those advising me, I want to appoint as Archdeacon of Cheltenham a priest who will

- celebrate the ministry of the whole people of God and want to work with the laity and clergy of the archdeaconry in engaging with our communities, both rural and urban and reshaping our mission and our ministry;
- share my passion for a Church, open to the Spirit, rooted in prayer and worship, with a heart for mission and who will be both a critical friend and an honest counsellor to me;

- work collaboratively at every level and will recognise that he/she cannot hold all the detail, but instead will recognise and value a very professional team in Church House under the leadership of the Diocesan Secretary.
- find joy and fulfilment in understanding the clergy and caring for them at a time when their role is changing and when many of them feel themselves under huge pressure.

It follows, of course, that the next Archdeacon of Cheltenham will need to be a person of faith and prayer (which I almost take for granted) and imagination, enterprise and energy (which are particularly needed for this role). He/she will need a strategic mind, excitement about theology, a capacity for collaborative work and a love for people. And that is what I am looking for.

Such a person will find this post stimulating and fruitful and will be happy in a team and a diocese where we are wanting to join ourselves more effectively with God's mission, for the sake of the kingdom and the gospel.

+ Michael Gloucester:

Roles and Responsibilities of the Archdeacon of Cheltenham

The Archdeaconry of Cheltenham covers seven deaneries (likely to reduce to five). It includes Cheltenham, Cirencester and Tewkesbury and covers much of the area described as “the Cotswolds”. There are 43 benefices, 145 parishes, 183 churches and 107 clergy and licensed lay workers. The Archdeacon shares with the Bishop responsibility for the mission of the Church and the pastoral care of the clergy and parishes in the Archdeaconry.

Key Responsibilities

To share with the Bishop, his senior colleagues and the Bishop’s Council in leadership in relation to the ministry and mission of the diocese.

- participation in the Pastoral and Mission Group chaired by the Bishop of Tewkesbury;
- ensuring that the voice of parishes is heard in the wider diocese;
- Articles of Enquiry and Visitations.

- ensuring processes are in place at times of difficulty and that issues are dealt with professionally, sensitively and pastorally;
- trouble-shooting difficult situations and working creatively to seek reconciliation.

To report to, and speak on behalf of, the Bishop in relation to appropriate diocesan, archdeaconry and parish affairs.

To be responsible for the care of clergy and their families by

- working with the bishops and diocesan departments to ensure clergy are effectively supported and cared for;
- building good relationships with clergy and their families;
- ensuring consistent standards, effective communications and fair and due process;
- managing expectations between priest and parish, and priest and diocese;
- conducting episcopal reviews, setting targets and following up issues and concerns;

To lead in the appointment of clergy to parochial vacancies by

- working with the Diocesan Missioner to support parishes in vacancy through strategic change;
- supporting congregations in ensuring that vacancies are an opportunity for reflection, creativity and vision;
- relating to patrons, parish representatives and churchwardens in appointment and interview processes.

To be responsible for building good relationships with parishes and key lay people through

- visiting and sharing in the life and worship of local churches;
- leading the team of Area Deans in the Archdeaconry;
- ensuring that each deanery has strategic focus, a mission action plan and forward planning for pastoral reorganisation;

To undertake the statutory responsibilities in relation to the appropriate Measures¹, in the Canons and in the Church Representation Rules.

To serve on appropriate diocesan bodies, offering theological and mission focus, including

- the Bishop's Staff Meeting and the Bishop's Large Staff Meeting;
- the Bishop's Council;
- the Executive of the Diocesan Board of Finance;
- the Pastoral and Mission Group;
- the Parsonages and Glebe Committee;
- The Diocesan Advisory Committee;
- some trusteeships

In addition the Bishop will discuss with the new Archdeacon particularly areas of work in which he/she would like to be involved. These would include involvement with at least one of our overseas partnerships. Changes in the Bishop's team will also mean changes of portfolio in the coming years.

To be a member of the College of Canons of the Cathedral and Diocese.

To share the generic responsibilities to all clergy and diocesan employees by

- taking responsibility for personal ministerial growth and development, spiritual direction and in-service training;
- ensuring that priority is given at all times to children and vulnerable adults and that others who are also vulnerable are protected to the highest standards;
- ensuring that all health and safety instructions are followed and that care is taken to ensure safety for self and colleagues, reporting concerns immediately.

The expectation is that the Archdeacon will have an office in College Green, Gloucester. The Archdeacon has a part-time Secretary (16 hours a week). It is expected that the Archdeacon will live in Tewkesbury and will be rooted in the worshipping life of a parish community.

It is hoped that the new Archdeacon will begin work in April 2010.

The stipend, at the 2010 level, is £31,662 p.a. Full travel and working expenses will be reimbursed by the diocese.



¹ These include the Clergy Discipline Measure, the Inspection of Churches Measure, the Pastoral Measure, the Clergy Terms of Service Measure, the Ecclesiastical Jurisdiction Measure and the Vacation of Benefices Measure.

Person specification

Attributes	Someone who is...
General	<p>A person of faith and prayer</p> <p>Theologically literate, able to communicate the faith in a lively way, with a heart for mission</p> <p>Able to inspire, nurture and encourage</p> <p>Able to uphold the principles of collaborative ministry and to work happily in a team</p> <p>A person of commitment and energy, able to maintain a good work/life balance, to take quality time off and to give proper priority to family and friends</p>
Qualifications and Leadership	<p>A priest who has been in holy orders for at least six years (Canon C22[1])</p> <p>Able to show authority, credibility and an open, accessible leadership style, which develops the gifts and potential of others.</p> <p><i>Some experience of training, mentoring, coaching, mediation or other forms of support would be desirable</i></p>
Experience	<p>Rooted in parish ministry and with an understanding of the challenges of ministry today</p> <p>Experienced in team development and broader consultation and collaboration</p> <p><i>Some experience of dealing with conflict and difficult pastoral situations would be desirable</i></p> <p><i>Experience of a variety of parish ministry would be a bonus</i></p>
Knowledge, skills and abilities	<p>Able to think and write effectively and to plan strategically</p> <p>Able to implement plans, motivate others and manage change</p> <p>Able to demonstrate high quality pastoral concern and care for clergy and their families</p> <p>Able to acquire a detailed knowledge and understanding of ecclesiastical and other law</p> <p>A driver with access to a car at all times</p>
Management and administration	<p>Able to be organised and efficient, working across different IT packages and systems</p> <p>An effective chair, with the ability to read and understand complex documents, financial and architectural reports and legal arguments</p> <p>Able to relate effectively to the Chancellor, the Registrar and patrons</p> <p>Able to delegate effectively, working closely with administrative and secretarial staff, and to appraise them</p> <p>Prompt and consistent in delivery.</p>

The Diocese and the Archdeaconry

The Diocese of Gloucester covers almost the entire county of Gloucestershire, a significant part of the Unitary Authority of South Gloucestershire, together with some villages in Worcestershire, Warwickshire, Oxford and Wiltshire.

The population is about 2/3rds of a million people. There are two archdeaconries, Gloucester and Cheltenham and 12 deaneries, likely to reduce to 10. There are 380 churches, 90 per cent of which are listed.



Cheltenham

Cheltenham originated as an Anglo-Saxon settlement beside the River Chelt. In 1716 the town rose to fame when a spring was discovered which reputedly had healing properties. This brought numbers of wealthy people to the spa waters, many of whom settled in the area. The town's subsequent prosperity was built primarily on craft and technology traditions, which are still evident in some of the major industries today. After the Second World War GCHQ was established and is now one of the town's largest employers, along with education providers and the NHS.

Cheltenham is home to arts, science and National Hunt festivals. It has outstanding maintained and independent schools, a university and strong Anglican church life, much of it the legacy of Francis Close, the evangelical 19th century Rector of Cheltenham.

While Cheltenham has an air of prosperity with its tree lined streets, public squares and conservation areas, it also has some wards of high deprivation, with evidence of unemployment, poor housing, ill health and inadequate access to public services. Regeneration programmes are seeking to address this inequality.

The Cotswolds

The Cotswolds is an area of idyllic scenery dotted with a plethora of attractive villages and some handsome market towns. The population, once agrarian, now chiefly serves the tourist trade. Easy transport has attracted wealthy residents. (often second home owners), bringing both benefits and disadvantages. Few larger villages are without a decent place to eat and many support galleries and craft shops. Village populations are made up of less than 50 per cent local people. Despite evidence of wealth there are issues of rural poverty here. Local festivals and fairs proliferate, often centred on horses, food and horticulture. There are numerous multi-parish benefices in this region.

Diocesan Staff

The Bishop's Staff, listed on page 9, meet with the Bishop monthly, besides their day to day contact. They are joined by the heads of department, the Diocesan Missioner, the Communications Officer and the Human Resources Officer to form a "Large Staff Meeting" that has an increasingly significant role in holding together diocesan policy and planning.

A team of diocesan staff, employed by the Diocesan Board of Finance, are based largely in offices around College Green, where the Bishop's and Cathedral Offices are also situated.



Policy and Finance

To listen to the Bishop's overview of the diocese, you can visit his web page at www.gloucester.anglican.org/ministry/bishop

The Diocesan Vision, Values and Priorities document for 2007-2011, together with two recent strategic documents, with which the Archdeacon will need to engage – Effective Ministry in Every Parish and Making Deaneries Effective – are included in this pack. There is also significant new work in the area of Christian giving being undertaken by the Giving and Resources Group.

The Diocesan Board of Finance manages a budget of over £8 million in 2010. Parishes typically raise £5 million each year, including gift aid, towards their Parish Share.

Ministry

There are 240 clergy and licensed lay workers in the diocese, as well as 140 readers and many other clergy exercising a retirement ministry. Many parishes also have Local Ministry Teams. There has been a strong emphasis over recent years on developing the ministry of the whole people of God.



The diocese is proud of its reputation for nurturing, training, developing and supporting the clergy. There is a broad range of Continuing Ministerial Education opportunities. Episcopal and ministerial review is in place and continues to evolve. There is a consistent approach in support for clergy and their families at times of vulnerability, difficulty and ill health.

Work in preparation for the introduction of the new Terms of Service/Common Tenure arrangements is well developed and clergy can keep up to date with the developments both nationally and locally through our dedicated website: www.gloucester.anglican.org/ministry

Education

There are 118 Church of England primary schools in the diocese and two secondary schools, Christ's College in Cheltenham (a joint Anglican-Roman Catholic School), soon to be replaced by a Church academy and Bishops' College in Gloucester. As well as aided, controlled and foundation schools, there are also a number of affiliated community secondary schools and a growing network of chaplaincies in higher and further education institutions.

The University of Gloucestershire, with campuses in both Cheltenham and Gloucester, is a church foundation and the Bishop is its Pro-Chancellor.

There are also a number of independent schools with church connections, especially in Cheltenham.



The Cathedral

Gloucester Cathedral has recently undertaken a full scale reworking of its vision and the vision and strategy 2009-2014 document and the annual report can be found on the website: www.gloucestercathedral.org.uk

The Archdeacon of Cheltenham is a member of the College of Canons, which meets three times a year, but is not a Canon Residentiary.

International partnerships

The diocese has five international links. There are two Indian partner dioceses (Karnataka Central and Dornakal), a Swedish link with the Diocese of Vasteras and a "triangular" partnership with the Diocese of Western Tanganyika in Tanzania and the Diocese of El Camino Real in California.



Bishop's staff

The Bishop of Gloucester

The Rt Revd
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Suffragan Bishop of Tewkesbury

The Rt Revd
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Archdeacon of Gloucester

The Venerable
Geoffrey Sidaway
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The Revd Canon
Dr Jeni Parsons
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Archdeacon of Cheltenham

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The Dean

The Very Rev
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Secretary – Fiona Price
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Mr Chris Peak
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Diocesan Director of Ministry

The Revd Canon
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Secretary – Charlie Kawczynski
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Bishop's Personal Secretary

Diane Best
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Bishops Office Secretary

Kerry Gardiner
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DBF employees in the Bishop's Large Staff meeting

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Diocesan Missioner

The Revd Andrew Braddock
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Ministry

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The Assistant Diocesan Secretary and Secretary of the DAC is (Lay) Canon Jonathan MacKechnie-Jarvis