



Role description signed off by: The Archdeacon of Suffolk

Date: March 2024

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	Priest in Charge
Name of benefice	North Hartismere Benefice Redgrave cum Botesdale with the Rickinghalls
Deanery	Hartismere and Hoxne
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 and ensure a plan for growth (PFG) is in place within 6 months.
To work together as the Priest in Charge to 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 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 ensure that a high standard of worship, preaching, and pastoral care is provided.

To work together, as appropriate, with other Christian denominations which have a presence in the parishes and the wider deanery.
To ensure compliance and effective practice regarding all safeguarding matters including training.
Schools
To work closely with the local schools. The diocese is committed to working with both community and church schools and this should be seen as a key part of the priest's role.
Specific tasks and responsibilities
Develop and exercise a local episcopal oversight role, working collaboratively with the ministry team to enable effective and fruitful ministry across the whole benefice.
Working with the parishes, develop a shared vision and plans for Growing in God; encourage lay participation in services; identify and develop people's talents.
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.
Teach and encourage an understanding of Christian stewardship across the benefice.
Strengthen and encourage links with young people, families, and other groups of people including the newly retired to help expand outreach, and offer pastoral care and visiting capabilities for those in need such as the elderly, lonely and isolated.
Be willing to contribute to community life in the benefice.
Be supportive and creative with the Lightwave groups, developing together new ways for discipleship and worship.

3 Key contacts								
Generic								
<table border="0"> <tr> <td>Bishops</td> <td>The Deanery Chapter & Synod</td> </tr> <tr> <td>The Archdeacon</td> <td>The Churchwardens</td> </tr> <tr> <td>The Rural Dean</td> <td>The Lay Chair</td> </tr> <tr> <td>The PCCs</td> <td>Headteachers</td> </tr> </table>	Bishops	The Deanery Chapter & Synod	The Archdeacon	The Churchwardens	The Rural Dean	The Lay Chair	The PCCs	Headteachers
Bishops	The Deanery Chapter & Synod							
The Archdeacon	The Churchwardens							
The Rural Dean	The Lay Chair							
The PCCs	Headteachers							
Specific								
Ordained and lay colleagues (those holding the Bishop's licence, office holders and administrative staff)								
Aspirational								

<p>Supportive The Archdeacon, who will review this role description with you when you are six months into post. The Lay Chair The Rural Dean Diocesan Director of Mission and Ministry</p>
<p>Patrons Diocesan Board of Patronage Bishop of St Edmundsbury and Ipswich Provost and Scholars of the King's College of Our Lady and St Nicholas, Cambridge The Martyrs Memorial and Church of England Trust</p>
<p>Role context and any other relevant information</p> <p>The diocesan ministry deployment principles affirm an intention to maintain stipendiary clergy numbers if possible, subject to the availability of financial resources, and to develop an understanding of local episcopal oversight ministry and local ministers in parishes ministering in teams or clusters. A key aim of this is to reduce clergy isolation and increase mutual support.</p> <p>An understanding of the Centenary Share process and how it is applied across the benefice and deanery and its importance for the sustainability of ministry across the diocese is fundamental.</p> <p>The Bishops expect and encourage clergy to take their rest days, holidays and regular retreats or similar. Clergy are strongly encouraged to have a spiritual director or equivalent.</p>

<p>4 Benefice Summary</p>	
<p>Parishes</p>	<p>Brome and Oakley Burgate Palgrave Stuston Thrandeston Wortham Rickinghall Redgrave Botesdale</p>
<p>Churches</p>	<p>St Mary's : Brome St Nicholas : Oakley St Mary of Pity : Burgate St Peter's : Palgrave All Saints' : Stuston St Margaret of Antioch : Thrandeston St Mary the Virgin : Wortham St Mary's : Rickinghall Inferior All Saints : Redgrave St Botolph's Chapel of Ease : Botesdale</p>

PCC	The PCCs seek to work together, to be supportive and effective in mission and growth.
Schools and Colleges	Palgrave CEVCP School Wortham Primary School Botesdale CEVCP School
Churchwardens	There are churchwardens in each parish
Ministers	Lay Elders x 2 LLM/Reader PTO x 1 A number of PTO Clergy
Buildings	Botesdale Village Hall (church owned) Thrandeston Village Hall (church owned)
Churchyards (Open or closed)	St Mary's : Brome (open) St Nicholas : Oakley (open) St Mary of Pity : Burgate (open) St Peter's : Palgrave (closed) All Saints' : Stuston (open) St Margaret of Antioch : Thrandeston (open) St Mary the Virgin : Wortham (open) St Mary's : Rickinghall (open) All Saints : Redgrave (no churchyard) St Botolph's Chapel of Ease : Botesdale (no churchyard)
Population	St Mary's : Brome with St Nicholas : Oakley – 562 St Mary of Pity : Burgate – 167 St Peter's : Palgrave – 976 All Saints' : Stuston – 212 St Margaret of Antioch : Thrandeston – 134 St Mary the Virgin : Wortham – 817 St Mary's : Rickinghall – 1,841 All Saints : Redgrave – 459 St Botolph's Chapel of Ease : Botesdale – 905
Average Sunday Attendance	St Mary's : Brome with St Nicholas : Oakley – 10 St Mary of Pity : Burgate – 10 +1 St Peter's : Palgrave – 20-35 All Saints' : Stuston – 11 St Margaret of Antioch : Thrandeston – 12 St Mary the Virgin : Wortham – 15 St Mary's : Rickinghall – 25 All Saints : Redgrave – 26 St Botolph's Chapel of Ease : Botesdale – 19

Parish Share	<p>North Hartismere Benefice 2023 : £66,011 (64.27% Received) 2022 : £61,989 (82.69% Received) 2021 : £59,055 (84.48% Received)</p> <p>Redgrave cum Botesdale with the Rickinghalls 2023 : £70,017 (38.27% Received) 2022 : £65,751 (53.61% Received) 2021 : £62,639 (96.17% Received)</p>
Expenses	Reimbursed in full
Resolutions	n/a
Church Tradition	Central with Evangelical
Pastoral re-organisation	Benefices to work together as part of a process towards possible permanent pastoral reorganisation.
Presence of other Christian denominations	Methodist and Park View Chapel Church (Botesdale)
Presence of other faith communities	Muslim community meets weekly in Wortham