Role description signed off by: Archdeacon of Ipswich Date: September 2021

To be reviewed 6 months after commencement of the appointment, and at each Ministerial Development Review, alongside the setting of objectives.

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| **1 Details of post** |  |
| Role title | Priest-in-Charge |
| Name of benefice | St Francis, Chantry with St Clare, Pinewood |
| Deanery | Ipswich |
| Archdeaconry | Ipswich |
| *Initial point of contact on terms of service* | Archdeacon of Ipswich |

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| **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 Inspiring Ipswich Deanery Vision and Strategy.  |
| To work as the Priest-in-Charge of 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 collaborate within the deanery both in mission and ministry and, through the deanery plan, in such reshaping of ministry as resources and opportunities may require. To attend Deanery Chapter and Deanery Synod and to play a full part in the wider life of the deanery. |
| To work with ordained and lay colleagues as set out in their individual role descriptions and working agreements, and to ensure that, where relevant, they have working agreements which are regularly reviewed. This involves discerning and developing the gifts and ministries of all members of the congregation.  |
| To work with the PCC towards the development of the local church as described in the benefice profile, and to review those needs with them.  |
| 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 parish and the wider deanery. |
| **Schools**  |
| To work closely with the (many) 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 episcope oversight role, working collaboratively with the ministry team to enable effective and fruitful ministry across the whole benefice. |
| Working with the parish, develop a shared vision for the Inspiring Ipswich Parish Plan; encourage lay participation in services; identify and develop people’s gifts; and help start one or more new worshipping communities, (in addition to any started by members of the Church Army Centre of Mission and any ordinands on placement.) |
| To support the Archdeacon, Bishops and others in encouraging a church plant starting up in the St Clare/Pinewood part of the parish (possibly carving out its own parish within the existing parish boundary) or for St Francis to start a church plant on the Pinewood estate. |
| Share the Christian faith with people of all ages and work with the parish to widen the age profile of the congregation through building on some of the initiatives already implemented. |
| Teach and encourage an understanding of Christian stewardship across the benefice and help to substantially increase the parish share paid. |
| 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.  |

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| **3 Key contacts** |
| **Generic**The PCCThe South West Ipswich Mission Partnership The Deanery Chapter and SynodThe Church WardensThe Deanery Leadership teamThe Inspiring Ipswich Team |
| **Specific**Ordained and lay colleagues (those holding the Bishop’s licence and office holders)(See later) |
| **Aspirational**A priest-in-charge with a passion for spreading the word and love of God in the parish, to build upon what has already been achieved and to help lead the continuing growth of the church and the kingdom of God in this area. |
| **Supportive**The Archdeacon, who will review this role description with you when you are six months into post.The Area Dean and Deanery Leadership Team |
| **Patrons**Bishop of St Edmundsbury and Ipswich |
| **Role context and any other relevant information** |
| 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 episcope 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. |
| 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. |
| The bishops expect and encourage clergy to take their rest days, (for FTE clergy one a week plus an additional one a month) holidays and regular retreats or similar. Clergy are strongly encouraged to have a spiritual director or equivalent. |

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| **4 Benefice Summary** |
| **Parishes** | Ipswich: St Francis, Chantry with St Clare, Pinewood |
| **Churches** | St Francis |
| **PCC** | The PCC seek to work together, to be supportive and effective in mission and growth. |
| **Schools and Colleges** | Bridge School (Special school)Stone Lodge Academy (Special school)Gusford (Primary)Sprites (Primary)Oaks (Primary)Chantry Academy (Secondary)Suffolk One (Sixth Form) |
| **Churchwardens** | 2 |
| **Ministers** | Ordinand on placement 2021/2022Church Army Pioneer Evangelist (to be appointed soon) |
| **Buildings** | Main church buildingAttached Church Hall |
| **Churchyards**(Open or closed) | None |
| **Population** | 19, 400 (approx.) |
| **Average Sunday Attendance** | 35-40 (currently) |
| **Parish Share**  | £7 800 expecting to be paid in 2021. Hopes to work towards increasing to £45-£50k over the next 5 years (with the help of the Priest-in-Charge) |
| **Expenses** | It is the intention to pay expenses in full. |
| **Resolutions** | None |
| **Church Tradition** | Central  |
| **Pastoral re-organisation** | In the future it is hoped that a new congregation/church plant can start on the Pinewood estate, either with its own parish or as part of the St Francis parish, in order to increase the Church’s reach in a large parish.  |
| **Presence of other Christian denominations** | Chantry MethodistRoman CatholicShepherd Drive BaptistGreenfinch Independent church |
| **Presence of other faith communities** | Horley Spiritual ChurchNo others known of |