

ROLE DETAILS			
Job Title:	<b>Associate Vicar, Ashington</b>	Date:	1 July 2024
Reports to:	<b>Rector</b> (Rev. James di Castiglione)		
Job Purpose	To support and release the Rector to oversee the ministry of the whole parish, by overseeing the pastoral needs of the two Ashington Sunday congregations, and leading the support of the pastoral, sacramental and occasional offices needs of Ashington villagers, including leading the clergy involvement within the church school.		

SCOPE OF JOB		
Key Areas	Detail	Desired Impact
<b>Pastoral care of Ashington congregations</b>	<ul style="list-style-type: none"> <li>▪ Providing the primary contact point, oversight and leadership of the pastoral needs and pastoral growth of Ashington congregation members.</li> <li>▪ Overseeing the pastoral team as they support the needs of Ashington, and line-managing key voluntary pastoral leads.</li> <li>▪ Supporting the Rector through leading services, preaching and teaching, and presiding at Holy Communion.</li> <li>▪ Being the focal clergy contact point, and providing focus to the integration of new believers and new members on Sundays into lifelong discipleship to Jesus.</li> </ul>	<p>The pastoral needs of the Ashington congregations are excellently provided for.</p> <p>Congregational growth increasingly results in lifelong discipleship to Jesus.</p>
<b>Pastoral oversight of the needs and missional opportunities within Ashington village.</b>	<ul style="list-style-type: none"> <li>▪ Providing oversight and primary delivery of occasional offices within Ashington village and the Ashington congregations.</li> <li>▪ Providing oversight, leadership and line management to key voluntary leads of existing and future outreach projects of the church within Ashington village, maximising their potential and impact to produce lifelong disciples of Jesus (eg. Storehouse / Seniors Cafe etc.)</li> <li>▪ Providing the baseline clergy presence at relevant village events and activities that provide pastoral and mission opportunities.</li> </ul>	<p>Occasional offices are delivered with skill and care within Ashington.</p> <p>Mission within Ashington is maximised and built upon towards lifelong discipleship.</p>

SCOPE OF JOB		
<p><b>Providing pastoral oversight and spiritual leadership to Ashington C of E primary school.</b></p>	<ul style="list-style-type: none"> <li>▪ Being the clergy governor to Ashington school.</li> <li>▪ Providing the primary pastoral and spiritual leadership to the Headteacher, staff and governing body, including supporting their SIAMS development.</li> <li>▪ Overseeing and leading the mission strategy of Ashington church within the school.</li> <li>▪ Providing key pastoral and clerical spiritual support to the school in times of crisis.</li> </ul>	<p>The pastoral and spiritual needs of the school are excellently provided for.</p> <p>The mission opportunities the school link provides are built upon and harnessed for greater impact.</p>
<p><b>Governance &amp; leadership</b></p>	<ul style="list-style-type: none"> <li>▪ Deputising as Chair of the PCC and governance sub-committees when required, including sharing in regular chairing of meetings.</li> <li>▪ Being a member of the SLT, sharing in the day-to-day strategic decision-making within church life.</li> <li>▪ Deputising for the Rector with responsibility for staff meeting content when required, including sharing in leading of staff meetings, SLT meetings, and staff appraisals.</li> <li>▪ Chairing Chanctonbury clergy parish-wide occasional offices meetings.</li> <li>▪ Leading the development and embedding of occasional offices policies and procedures for the parish as a whole.</li> <li>▪ Contributing significantly to the training and development of future Assistant Curates placed within the parish.</li> <li>▪ Participating fruitfully within the Deanery with fellow chapter colleagues.</li> </ul>	<p>Supporting the Rector through sharing in the delivering of excellent governance and leadership within the parish.</p>
<p><b>Missional, clerical leadership</b></p>	<ul style="list-style-type: none"> <li>▪ Overseeing the identification of congregation-multiplication opportunities within Ashington village, particularly focussed on reaching new un-reached people groups.</li> <li>▪ Providing clerical oversight of the pastoral needs of future Ashington congregations.</li> <li>▪ Ensuring congregational growth is both risk-oriented and pioneering, and sustainable and viable for the longterm.</li> </ul>	<p>Ashington is well prepared, pastored, equipped and ready to plant more congregations.</p>

SCOPE OF JOB		
<b>Policies, communication and management</b>	<ul style="list-style-type: none"> <li>▪ Maintaining good records, updated policies and procedures for ministries and responsibilities directly responsible for.</li> <li>▪ Maintaining a regular, healthy working relationship with the Occasional Offices administrator.</li> <li>▪ Communicating effectively across the plethora of ministries, activities, people and volunteers.</li> </ul>	The ministry rests upon solid foundations of excellent communication, and transparent paper work.
<b>Trusteeship and representing Ashington church</b>	<ul style="list-style-type: none"> <li>▪ Being the clergy trustee of the Ashington School House Trust.</li> <li>▪ Representing Ashington Church in community matters (eg. Parish Council, housing development, liaising with the Village Wardens etc.).</li> </ul>	The church is well represented and positively contributing to the common good in village matters.

PERSON SPECIFICATION	
Quality	Description
Personal Sense of Calling	<ul style="list-style-type: none"> <li>• An ordained person with a calling to Chanctonbury Church and its' vision and mission.</li> <li>• Someone who is willing to lay their life down for the Lord in order to prioritize His work through the church.</li> </ul>
Church Life	<ul style="list-style-type: none"> <li>• A person who can demonstrate an experience of spiritual leadership, and the oversight, development and equipping of voluntary teams.</li> </ul>
Spiritual Depth	<ul style="list-style-type: none"> <li>▪ A person known to be deeply committed to the ministry of Word and Spirit.</li> <li>▪ A person given to personal and corporate prayer.</li> <li>▪ A person with evident prophetic sensitivity and wise discernment.</li> <li>▪ A person with emotional intelligence who maintains healthy personal relationships.</li> </ul>
Embody the Chanctonbury Churches' values and vision	<ul style="list-style-type: none"> <li>• A person who can demonstrate their commitment to and alignment with the 2033 vision.</li> <li>• A person who is fun, flexible and open-hearted.</li> <li>• A person who cultivates and demonstrates the core values and vision in their own life.</li> <li>• A person who is grounded in a passion for and submission to the authority of God as revealed through the Bible.</li> </ul>

PERSON SPECIFICATION

Physical, Emotional & Spiritual Health

- A person who demonstrates an evident relationship with Jesus.
- A person who is spiritually and emotionally mature.
- A person who seeks out help from others when needed.
- A person who is a good listener and communicator, with the ability to diffuse tension and resolve conflict.
- A person who sets the highest possible standards of integrity, professionalism, godly character and humility.

Strength of character

- A person of integrity, always looking to grow and develop.
- A person confident in sharing their opinion and thoughts.
- A person always open to being challenged and to challenge those around them.
- A servant-hearted person who has excellent leadership skills and is a strong team player, operating well both in authority and under authority.