

IN DEPTH: WEEK IN THE LIFE...

Diocesan staff on hand to help you

Our central team of staff are there to support our parishes and schools. Here's what a typical week in their life looks like.

IT'S not always easy to know what goes on in our diocesan offices, or precisely how our central team of staff spend their time.

Among other roles, they ensure that our clergy are paid and housed, they offer training and support to our parishes and schools, and they advise us on how to improve our discipleship, mission, spirituality and community engagement.

Many of them are based in our diocesan office in Peninsular House, but others are in our bishop's and archdeacons' offices. Some are full-time, many are part-time, and a few job share.

Some of our staff, such as the education team, are based in our diocesan office, but cover both Winchester and Portsmouth dioceses. We also share finance, IT and social justice teams.

And, although they have an office base, much of their time is spent in the field – helping you in our parishes and church schools. So what might a typical working week look like?

MONDAY:

7.05am: Deputy diocesan secretary **Jenny Hollingsworth** is the first person into the office this week. Her first job is to look at the financial accounts for the start of the new year.

7.45am: Academies finance manager **Martin Race** arrives. He starts his day by looking at year-end pension returns for teachers and other academy staff.

8.45am: Diocesan secretary **Victoria James** arrives at the bishop's office for the fortnightly Bishop's Staff Meeting. This also involves the bishop, the bishop's

chaplain, the archdeacons and the dean, and they'll talk about important issues affecting the whole diocese, before sharing lunch together.

9am: Receptionist **Gillian Sanders** opens the shutters in the foyer of our diocesan office, on the first floor of Peninsular House. The office remains open to the public until 5pm each day.

9.30am: Head of Mission, Discipleship and Ministry **Anthony Rustell** calls his team into his office for prayer and a brief team meeting to think about the week ahead.

10.30am: Education staff **Jeff Williams**, **Richard Wharton**, **Sue Bowen** and **Jane Kelly** have travelled to London to meet an education officer at the Holocaust Memorial Trust. They'll discuss how C of E schools can

engage with Holocaust Memorial Day. Later they'll visit the Jewish Museum in Camden.

10:30am: Webmaster **Matt Lockwood** checks the monthly eBulletin, before pressing go and sending it out to over 1,300 clergy, lay ministers, churchwardens, and PCC officials across the diocese. This month's features the Thy Kingdom Come event at Portchester Castle on June 9 prominently.

2pm: Pioneer project evaluation co-ordinator **Helen Young** is compiling a report on Fresh Expressions in our diocese. Her analysis is based on a survey filled in by 50 local leaders of Fresh Expressions, and she's looking for common patterns that might determine what makes them successful.

6pm: Diocesan secretary **Victoria James**, deputy diocesan secretary **Jenny Hollingsworth** and acting deputy finance director **Mary Makin** join the Diocesan Finance Committee, which includes chairs of deanery finance committees. The meeting continues until 8pm, after which the building is locked.

6.30pm: Safeguarding adviser **Ian Berry** has been at court, observing the trial of a former choir member charged with sexual offences. He sends his report of the day's evidence to parish and diocesan officers.

TUESDAY:

8.30am: Schools adviser **Sue Bowen** is among the early starters today. She speaks to the headteacher of a Salisbury school which she is due to inspect, as part of her work as an inspector for SIAMS (Statutory Inspection of Anglican and Methodist Schools).

10am: An interview panel, including **Bishop Christopher**,



Above left: TUESDAY, 1pm: Jill Kingston leads a safeguarding course for church leaders in Newport; top: TUESDAY, 3.45pm: Jane Kelly leads a session in RE for teachers from Shalfleet and Yarmouth schools; below: THURSDAY, 3pm: Our Good Neighbours Network adviser helps an embryonic Paulsgrove group

Archdeacon Joanne Grenfell, the patron and two representatives from the parish, sees three candidates for vicar of Church of the Good Shepherd, Crookhorn. The interviews are at the bishop's office and continue until 2pm.

11am: School buildings officer **Tracy Dawkins** sets off for a meeting for schools in the Bournemouth, Christchurch and Poole area regarding funding for building improvements. There's a pot of money available, and she is bidding for some of it to help fund school building projects in the Bournemouth area, which is part of Winchester diocese.

12noon: Safeguarding trainer

Jill Kingston arrives at St John's church hall, Newport, to lead a session for church leaders. She's helping them to plan how to make church activities safe for children, young people and vulnerable adults. She brings her own tea, coffee, milk and biscuits for those attending.

2pm: Church buildings development officer **David Cain** meets architect members of the Diocesan Advisory Committee for the Care of Churches (DAC) at St Mary's Church, Alverstoke, to look at some potential developments to the church building.

3.45pm: RE consultant **Jane Kelly** leads teaching staff from