

Archdeacon of Portsdown

PROFILE



THE CHURCH
OF ENGLAND



Diocese
of Portsmouth



WELCOME

Thank you for your interest in being Archdeacon of Portsdown. This is a vibrant diocese, committed to making a difference for people as individuals and in communities, and nimble enough to respond to changing circumstances and needs.

Our parishes and chaplaincies across the varied socio-economic and geographic landscape of south-east Hampshire, Portsmouth and the Isle of Wight are composed predominantly of lay people, led and supported by our paid lay and ordained colleagues. As Bishop I am proud of their service and dedication.

The Archdeacon of Portsdown carries statutory, pastoral and missional responsibility for the large deaneries of Portsmouth and Havant. In my small staff team – archdeacons, diocesan secretary and dean, supported by my chaplain and personal assistant – there is also the scope and the necessity for s/he to have significant oversight and leadership of specific work across the diocese and to make a strong contribution to our shared vision and aspirations. Together we seek to embrace and embody the vision we share as well as enable its resourcing and implementation. I believe this role calls for dedication and commitment but offers the opportunity and reward of making a difference for good, and for God, in lives and communities transformed.

I look forward to your application and thank you for your interest in joining us in this ministry.

+ *Christopher*



THE RT REV CHRISTOPHER FOSTER

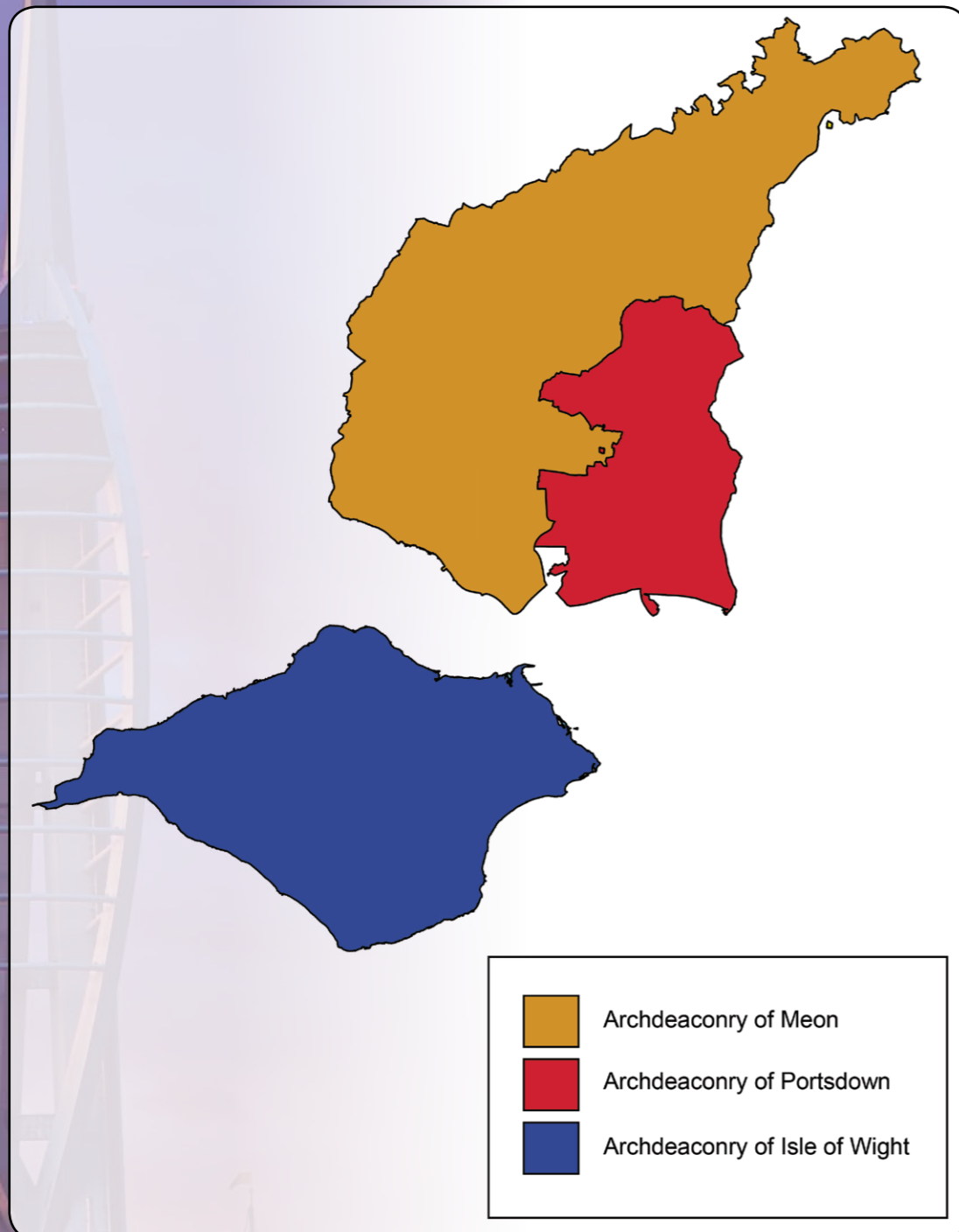
INTRODUCTION TO THE DIOCESE

The Diocese of Portsmouth stretches across south-east Hampshire and includes the whole of the Isle of Wight. It includes 139 parishes, from Botley in the west to Emsworth in the east, and from Blackmoor in the north to Ventnor on south side of the Isle of Wight. It includes diverse communities, ranging from the densely populated and relatively deprived parts of inner-city Portsmouth, to rural villages in Hampshire; and from a range of seaside towns on the Isle of Wight to suburban communities west of Fareham and Gosport. In total, it covers 420 square miles and has a population of 784,000.

The Diocese of Portsmouth has 170 churches, ranging from historic listed buildings to brand new, purpose-built churches. There are circa 160 clergy serving in those churches and their parishes, around 50 of whom are self-supporting. There are 72 licensed lay ministers who help with leading services and pastoral work. Around 13,500 people regularly worship in our churches, on Sundays and during the week. Attendance numbers have been declining over the past 10 years, but there are particular congregations that have grown. Only a tiny number of churches have been closed in recent years.

Parishes and chaplaincies within the diocese are supported by a small Diocesan team, based in Peninsular House, Portsmouth. These officers support the synodical governance of the diocese, administer clergy housing and stipends, manage its property portfolio, support CofE schools, promote social justice, handle communications, manage safeguarding procedures, and promote training courses in discipleship, spirituality, mission, and engagement with children and young people. The Diocesan Secretary oversees these staff. Separate teams of staff are employed in the bishop's office and for the three archdeacons. There is no suffragan bishop.

The diocese also has 41 Church of England schools in south-east Hampshire and the Isle of Wight. These are still mostly schools funded by the local authority, but the diocese supports them with regard to governance and



admissions, building projects, Christian ethos, RE and recruitment of headteachers. The team which supports these schools, and which is based in Peninsular House, is a joint team working in schools across both Portsmouth and Winchester dioceses, under the authority of a Joint Board of Education.



A gradually increasing number of CofE schools have become academies, including the only CofE secondary school on the mainland. Three of these academies are part of the Portsmouth and Winchester Diocesan Academy Trust, whose staff

are also based in our diocesan offices, but who are managed by a separate group of trustees, chaired by one of our archdeacons. Two schools are joint CofE/Roman Catholic schools.

The diocese has embraced a strategy – **live | pray | serve** (portsmouth.anglican.org/our-strategy/) – which aims to deepen the discipleship of churchgoers and to increase the size of our churches. The idea is to equip people to live as disciples of Christ; to pray, individually and together as worshipping communities; and to serve our local neighbourhoods and society better. To achieve this, our diocesan structures aim to encourage parishes, chaplaincies and church schools in four ways: to make disciples of Christ, grow our churches, equip people for lifelong learning, and promote the transformation of society. We aspire to grow in depth, impact and number.

This strategy has informed a renewed drive within our diocese to find new ways of reaching out to those who are often hardest to reach – those who have moved into brand new housing developments where there is no church community; young people in their teens, 20s and 30s; and those living in the more deprived areas of our diocese. Strategic funding from

the national Church, under its Renewal and Reform initiative, has been put alongside funding from the diocese to create a team of lay and ordained pioneer ministers, who aim to create new worshipping communities. Further partnership funding from the diocese and national funding is enabling pastoral reorganisation to increase resourcing for pioneer outreach while sustaining parochial ministry and worship.

Strategic funding was also used to help create a new city centre church plant, under a Bishop's Mission Order. A team of 15 came from Brighton to launch a church in September 2016 in a disused department store. There are now congregations, predominantly made up of people under 30, of 500 in three city centre churches. Another church plant has happened, where a team from a vibrant congregation has been planted into an existing church building. Meanwhile, a



separate programme looking at the 'viability' of smaller congregations is inspiring people to embrace proper Christian stewardship and mission, as an alternative to closure. We intend to develop that initiative to support parishes so that they are long term sustainable for worship, mission and ministry.

The Diocese of Portsmouth is one of the smallest dioceses in the Church of England, but has often "punched above its weight", with senior staff and diocesan officers involved in the national Church, managing joint projects or implementing innovative ideas. Financially, the payment of parish share has always been good – rarely less than 98% within the past 20 years. There is a range of churchmanship across all traditions within the diocese, few parishes deliberately exclude themselves from deanery and diocesan initiatives, and our smaller, family feel means that most clergy and lay leaders know and respect each other.



PORTSMOUTH AND HAVANT DEANERIES



The Archdeaconry comprises the two Deaneries of Havant and Portsmouth.

CLERGY NUMBERS:

Portsmouth Deanery has 19 parishes, 18 benefices and 24 places of worship, and 1 church established by Bishop's Mission Order. The stipendiary clergy allocation for the Deanery is 18.1.

The Cathedral Church of St Thomas of Canterbury and the Naval Dockyard is also in the deanery.

Havant Deanery has 22 parishes, 17 benefices and 25 places of worship. The stipendiary clergy allocation for the Deanery is 16.0.

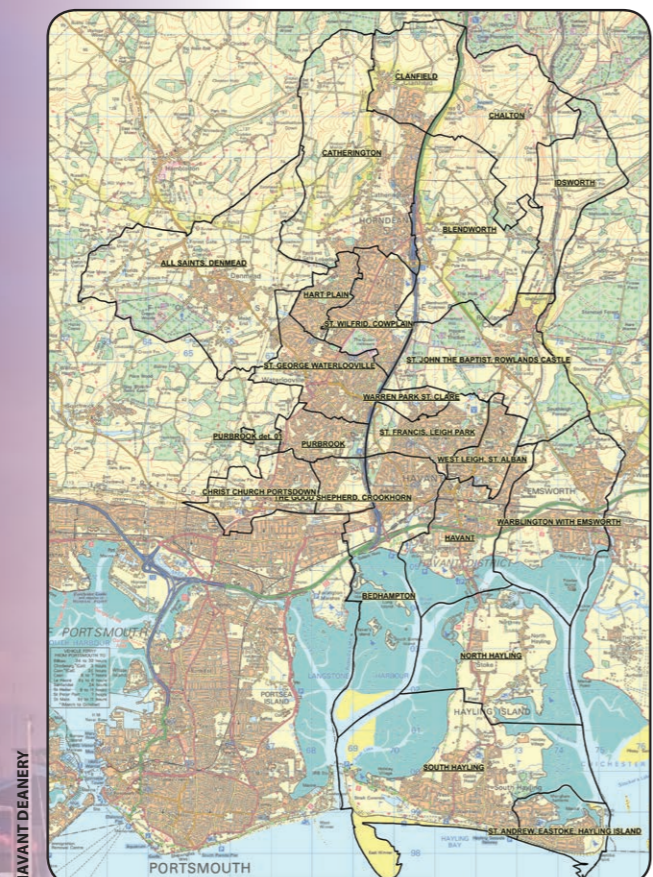
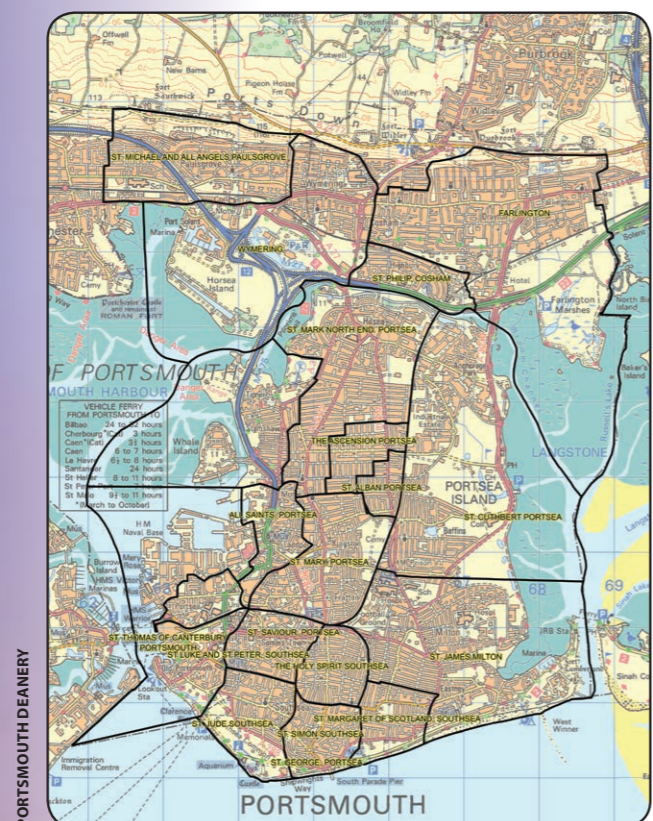
CLERGY NUMBERS:

Deanery	Present Stipendiary Distribution	Current no of posts	Current no. in post	Title posts SSM	SSM	House for duty	Readers
Havant	16	16	14	0	6	1 (vacant)	13
Portsmouth	18.1	18.1	15.1	1	5	1 (vacant)	9

AGE PROFILE:

AGE PROFILE OF CURRENT CLERGY:

Deanery	Under 35		35-45		45-55		55-65		Over 65	
	S	SSM	S	SSM	S	SSM	S	SSM	S	SSM
Havant	0	0	4	0	4	0	8	3	0	3
Portsmouth	3	0	6	0	5	2	4	2	0	1



FAIRER SHARES:

2018:

Deanery	Fairer Shares Apportionment 2018	Shortfall brought forward	Shortfall paid off	Apportionment collected to end 2018
Havant	993,841	2,722	2,722	994,714
Portsmouth	601,555	3,463	3,463	596,132

The total from the Archdeaconry of Portsdown for 2018 apportionment was £1,595,396.

2019:

Deanery	Fairer Shares Apportionment 2019 at 2.3%	Shortfall b/f	Apportionment collected to 2 Oct 2019	% paid to 2 Oct 2019
Havant	1,016,550	-846	764,900	75.24%
Portsmouth	612,126	6,368	440,795	72.01%

STATISTICAL DATA:

	Havant	Portsmouth
Area	20.34 km2	40.25 km2
Population	122,200 (2014)	238,137 (2011)
Population extrapolated	124,626 (2018)	288,337 (2018)
No of households 2012	51,311	85,473
No of households 2018	65,269	86,552
Density/km2	2,253 people per km2	5,100 people per km2
Median age	44	34
Average salary	£23,182	£34,235

DEPRIVATION AND CENSUS DATA FOR PORTSDOWN ARCHDEACONRY

DEPRIVATION:

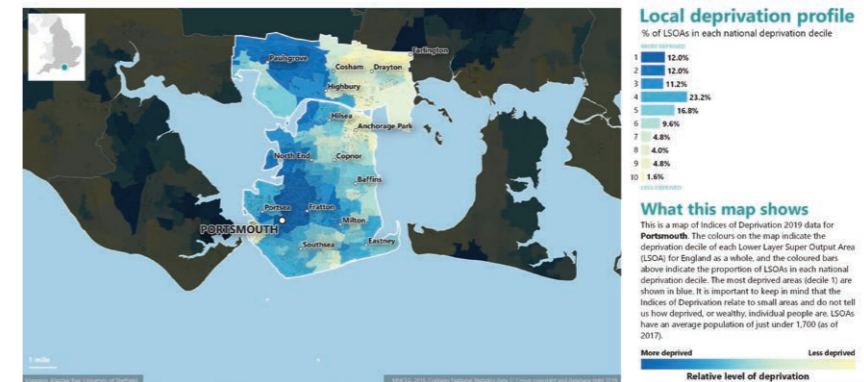
On the mainland the most deprived areas (in the top 10% nationally) are Paulsgrove in the Portsmouth Deanery and Leigh Park and Wecock Farm (Hart Plain) in the Havant Deanery.

HEALTH:

The greatest inequalities tend to be felt in more urban settings. One of the most significant indicators of deprivation is often life expectancy. In Portsmouth the figures for women have over the past years improved to the national average, whereas for men it is still below, largely due to smoking and obesity. Within Portsmouth, however, the picture varies significantly. Male life expectancy at birth varies between wards that are within a few miles of each other by as much as 10.2 years, which reflects the significant inequality between places like Charles Dickens ward by Portsmouth Harbour station and Drayton and Farlington in the north. Havant beats the national averages.

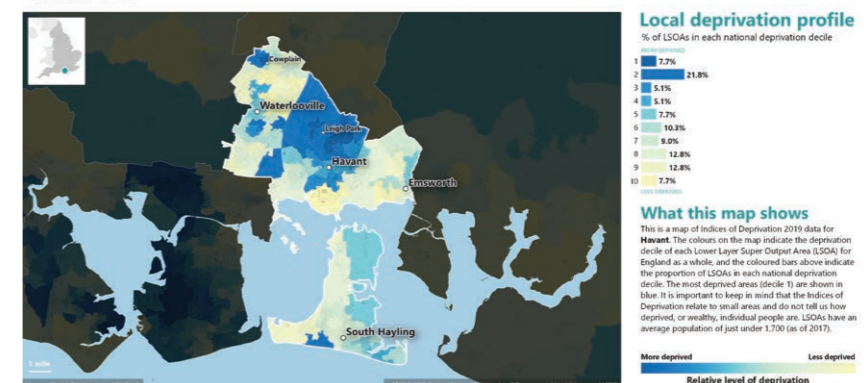
English Indices of Deprivation 2019

PORTSMOUTH



English Indices of Deprivation 2019

HAVANT



<https://drive.google.com/drive/folders/1h37V9N2oFapjeHZV1u5m8Wlr6KyP3CVd>

<https://drive.google.com/drive/folders/1h37V9N2oFapjeHZV1u5m8Wlr6KyP3CVd>

<https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019>



ROLE PROFILE

The appointment of the Archdeacon of Portsdown will be made by the Bishop of Portsmouth, with the support of an advisory group, based on the following Role Profile.

THE ARCHDEACON OF PORTSDOWN WILL:

- be a key leader in pastoral care, generous service, and effective witness to the Gospel;
- lead strategic change for mission and outreach in conjunction with the Head of Resources;
- implement and deliver the vision for pastoral reorganisation and resource allocation for mission and pastoral care;
- work with the bishop in the discernment and appointment of parish clergy and to share in the care of clergy and their families;
- conduct and oversee clergy Ministerial Development Review, enabling ministerial and personal nurture through affirmation and challenge;
- inspire and encourage people and clergy to be ministers of God's grace and justice in transforming people, parishes and communities;
- help equip all God's people for evangelism, discipleship and outreach;
- lead and liaise with area deans, lay chairs, churchwardens and other office holders in ensuring sustainable parishes, good stewardship, and wise use of human, financial and property resources;
- bring expertise, commitment and leadership to particular diocesan wide ministries by agreement with the Bishop;
- observe and ensure the highest standards of safeguarding;
- be mindful of their own needs for spiritual formation and ministerial development, and be effective in meeting them; to advocate self-wellbeing and be an exemplar of it;
- fulfil the statutory duties and functions of an archdeacon;
- undertake other duties in response to the Bishop's invitation.



KEY RELATIONSHIPS

The Archdeacon is in direct and key relationship with:

- Bishop Christopher, the Archdeacons of the Meon and the Isle of Wight, the Diocesan Secretary;
- The Dean;
- Bishop's Chaplain;
- Heads of Diocesan Mission Sections – Ministry and Discipleship, Education, Society, Resources – and their colleagues.

The Archdeacon will also relate closely to:

- Area Deans and Lay Chairs;
- Clergy and Readers;
- Churchwardens;
- Deanery and parish officers;
- Patrons of benefices.

The Archdeacon will be *ex officio* a member of the following committees:

- Diocesan Synod (which is also, Portsmouth Diocesan Board of Finance, Diocesan Mission and Pastoral Committee, Diocesan Parsonages Board);
- Bishop's Council;
- Diocesan Advisory Committee for the Care of Churches;
- Diocesan Safeguarding Panel;

and other committees and bodies as necessary.

The Archdeacon will be a member of the Cathedral College of Canons.



PERSON SPECIFICATION

PREVIOUS EXPERIENCE

	ESSENTIAL	DESIRABLE
Theological	<p>Articulate and practical theologian.</p> <p>Commitment to the ministry of lay and ordained.</p>	<p>Graduate qualification in theology.</p>
Spiritual	<p>Mature and robust spirituality.</p>	<p>Experience as soul friend/spiritual director. Leader of Quiet Days or Retreats.</p>
Leadership	<p>Evidence of leading collaborative working and of mission initiative.</p> <p>Assurance in handling complex issues and conflict.</p>	<p>Parish, deanery, diocesan strategic /inspirational leadership.</p> <p>Capacity to further develop leadership skills.</p>
Community	<p>Substantial parish ministry.</p> <p>Wider community-building engagement.</p>	<p>Working with secular agencies/organisations.</p>
Management	<p>Management and nurture of individuals and groups in varied settings.</p> <p>Confidence with budget/legal/building matters.</p>	<p>Experience of church legal and financial arrangements.</p>
Administration	<p>Competence in I.T.</p> <p>Good administrative skills.</p>	<p>Office/Staff oversight/supervision.</p>



PERSONAL ATTRIBUTES

Personal Style Approachable, self-aware.
Good listening and interpersonal skills.
Able to be a 'champion' of vision and strategy.

Working Style Flexible and collaborative.
Able to resolve division, working with measured written and spoken information.
Give priority and order to workload.

Team Skills Effectively motivate others – individuals and groups.
Good judgement about limit of role, responsibility and appropriate delegation.

People Skills Direct yet generous manner.
Capacity to persuade, negotiate and disagree while holding relationships and fellowship.

Thinking Style Ability to 'read' situations.
Confident in short-term practice and longer-term strategic thinking.

Spirituality Creativity in establishing good patterns for personal prayer and worship.
Able to model spiritual discipline and practice.

TERMS AND CONDITIONS

This is a full time post held under Common Tenure. The stipend is currently £36,100 and is reviewed, without guarantee of increase, annually on April 1st. The Archdeacon will be a member of the CofE Funded Pensions Scheme. Annual leave entitlement is six weeks.

A 5-bedroom house with office space is provided for the better performance of ministerial duties at 313 Havant Road, Farlington PO6 1DD. The house is central to both deaneries and with easy access to the M27 and A3.

An office is provided in the Diocesan offices in Portsmouth. Administrative support is provided with a part-time PA.

Frequent travel, in the diocese and beyond, is expected with car travel reimbursed presently at 45p per mile in the diocese and 30p outside it. Other reasonable working expenses, as agreed, are reclaimed monthly.

The appointment is subject to Enhanced DBS and medical clearance.





HOW TO APPLY

Should you wish to discuss the application process, please contact the Rt Rev Christopher Foster on bishop@portsmouth.anglican.org.

Full details are on the diocesan website at portsmouth.anglican.org/jobs.

Applications should be made on the Church of England pathways site: pathways.churchofengland.org.

TIMETABLE

Closing date: Monday 4th November, 2019, at noon.

Interviews: Monday 18th and Tuesday 19th November, 2019.



LEGAL RESPONSIBILITIES OF AN ARCHDEACON

LEGAL RESPONSIBILITIES OF AN ARCHDEACON

The office of archdeacon has its origins in the early history of the Church. An archdeaconry is a legal division of a diocese for administrative purposes within which the archdeacon exercises an ordinary jurisdiction. The essential nature of the role has been described as ‘being a good steward so that others are freed to be the worshipping, witnessing and ministering Church’¹. The legal responsibilities of an archdeacon are summarised below.

¹ Ravenscroft, the Ven. R.L. The Role of the Archdeacon Today, (1995) 3 Ecc LJ 387

DIOCESAN GOVERNANCE

1. The archdeacon is a member, *ex officio*, of

- the Diocesan Synod (Church Representation Rules 2011, Rule 30(4));
- the Diocesan Advisory Committee (DAC) (Care of Churches and Ecclesiastical Jurisdiction Measure 1991, Schedule 1);
- the Diocesan Parsonages Board (Repair of Benefice Buildings Measure 1972, s.1(4)); and
- the Diocesan Mission and Pastoral Committee (Mission and Pastoral Measure 2011, Schedule 1).

PAROCHIAL GOVERNANCE

2. An archdeacon has a duty to hold visitations in his or her archdeaconry as provided in Canon C 22, paragraph 5.

3. On receiving a valid request to convene an extraordinary meeting of a PCC, the archdeacon must do so if he or she deems there is sufficient cause. The archdeacon must also chair the meeting or appoint a deputy to do so (Church Representation Rules 2011, Rule 23(1)).

4. At the direction of the bishop, the archdeacon inducts a priest who has been instituted to a benefice into the possession of its temporalities (Canon C22, paragraph 5). Although the archdeacon has no statutory role under the Patronage (Benefices) Measure 1986, in practice he or she is usually actively involved in guiding parishes through the appointments procedure.



BUILDINGS AND PROPERTY

5. In his or her own archdeaconry, the archdeacon is a key player in the operation of the faculty jurisdiction under the Care of Churches and Ecclesiastical Jurisdiction Measure 1991 and the Faculty Jurisdiction Rules 2013. He or she is *ex officio* a member of the DAC and has statutory powers:

- to grant faculties without reference to the Chancellor in certain types of case listed in Part 7 and Schedule 2 of the Faculty Jurisdiction Rules 2013;
- to grant a licence for temporary minor re-ordering on an experimental basis for a non-renewable period of 15 months, after which the experiment must be ended – in which case the archdeacon has a duty to ensure that the previous position is restored -or a faculty obtained for permanent changes; and
- to order the removal to a place of safety of an item of architectural, artistic, historic or archaeological value which appears to be at risk.

The archdeacon may initiate or intervene in faculty proceedings and may be asked by the Chancellor to seek local resolution of a particular case. The archdeacon is normally present at any Consistory Court hearing in his or her archdeaconry.

6. Canon C22, paragraph 5, requires the archdeacon to survey, in person or by deputy, all churches and churchyards and give direction for the amendment of all defects in the fabric, ornaments and furniture. He or she also has power under the Inspection of Churches Measure 1955, s.2 to enforce the requirement for a quinquennial inspection of a church by a qualified person.

PASTORAL REORGANISATION

7. The archdeacon is an ‘interested party’ under s6 of the Mission and Pastoral Measure 2011 in relation to pastoral proposals affecting any benefice or parish in his or her archdeaconry. In practice, the archdeacon is usually actively involved in identifying the need for pastoral reorganisation and initiating discussions with other interested parties.

CLERGY: PASTORAL CARE AND DISCIPLINE

8. Canon C22, paragraph 4 provides that an archdeacon ‘shall within his archdeaconry carry out his duties under the bishop and shall assist the bishop in his pastoral care and office, and particularly he shall see that all such as hold any ecclesiastical office within the same perform their duties with diligence, and shall bring to the bishop’s attention what calls for correction or merits praise.’

9. Canon C7 provides for the archdeacon to assist the bishop in the examination of candidates for ordination.

10. Under Part 1 of the Incumbents (Vacation of Benefices) Measure 1977, a request for an enquiry on the grounds of serious pastoral breakdown must in the first instance be referred by the bishop to the archdeacon, who is required to report to the bishop whether such an enquiry should, in his or her opinion, be instituted.

11. The archdeacon has no statutory role in proceedings under the Clergy Discipline Measure 2003, but the Code of Practice (paragraphs 10-12) describes circumstances in which it may be appropriate for the archdeacon to act as the complainant, or (paragraph 100) to provide pastoral support.

12. The archdeacon will normally be the person appointed by the bishop to oversee an enquiry into the capability of an office holder under Common Tenure (paragraph 4.1 of the Code of Practice issued under Regulation 31(3) of the Ecclesiastical Offices (Terms of Service) Regulations 2009).

13. The archdeacon is also usually responsible for overseeing the formal stages of the grievance procedure established under Regulation 32 of the Ecclesiastical Offices (Terms of Service) Regulations 2009



Diocese of Portsmouth

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