

# St Jude's Southsea

## ROLE DESCRIPTION

**ROLE TITLE:** Vicar (or Incumbent) the Parish of St Jude, Southsea with oversight of the missionary congregation at St Margaret Southsea.

**RESPONSIBLE TO:** The Vicar is responsible to the Bishop of Portsmouth, with whom he shares the 'cure of souls' within the parishes of St Jude and St Margaret. This responsibility is usually mediated through the Archdeacon of Portsdown.

The Vicar works in co-operation with the Churchwardens and the Parochial Church Council of St Jude's Church of which he is the ex-officio chairman.

**RESPONSIBLE FOR:** The Vicar acts as the leader of the St Jude's staff team with legal responsibility for the oversight of the St Margaret's staff team.

They are the OFSTED responsible person for the St Jude's Church Nursery.

They may be a training incumbent within the Diocese.

**RELATIONSHIPS WITH:** They are a member of the chapter of Anglican clergy in the Deanery of Portsmouth and an ex-officio member of the Deanery Synod.

They are a member of the local Churches Together in Southsea and Milton, and of the One Body umbrella group of evangelical churches in Portsmouth.

### MAIN PURPOSE OF THE ROLE:

To lead the congregations of St Jude's and St Margaret's in their growth in:

- their relationship with God through Jesus Christ
- their love for one another
- their witness to the world

### KEY DUTIES AND RESPONSIBILITIES:

- **Vicar of a larger congregation:** In a smaller congregation the role of vicar (church leader) and priest (sacramental minister) are brought together in the same person. As the congregation grows, and other ordained ministers become part of the team, it is necessary to separate these roles and ask which of them can be carried out by the vicar.

#### Primary Responsibilities

1. To maintain personal and spiritual growth, particularly by giving time to prayer and the study of the scriptures. Also, to engage heart and mind through wide reading in areas of theology, spirituality, etc. and to develop ministry skills through regular training.

2. To develop and then hold the churches to their agreed vision and values arising from their place in the story of God's mission to the world. With other leaders to determine strategies to enable the churches to work towards that vision. Within this, to ensure that the churches keep appropriate forms of outreach high on their agenda.
3. To hold overall responsibility for developing the ministry of the Word of God through preaching and teaching in all forms, for the leading of public worship, for the ministry of the sacraments and for intercession for local and national concerns and for God's work world-wide.
4. To lead the staff teams, managing individual members in their delegated responsibilities, building up the teams and pastoring them and their families. To ensure the building of healthy teams of staff and volunteer members throughout the leadership and ministry of St Jude's and St Margaret's.
5. To hold overall responsibility for developing discipleship, community, ministry and witness within the congregations. To develop lay ministry and leadership by overseeing the appointment, nurturing, management and training of all licensed and lay leaders, enabling them to develop their distinctive gifts and ministries.
6. To ensure effective decision-making processes within each church leadership group all having a clearly understood role, and implementation in planning, processes and change management. To attract resources of personnel and finance to grow and develop the ministry of St Jude's.
7. To ensure that communication works effectively at every level across the churches amongst leaders, members and into the wider community.
8. To serve the parish of St Jude by ensuring that Christ is proclaimed by word and deed, that pastoral needs are met and that the 'occasional offices' are conducted in an appropriate manner.
9. To ensure the churches undertake their responsibility within the deanery and the diocese and is connected to the ecumenical life of the city.
10. To take care of their own health and family through adequate time for rest, recreation, family life and friendships as an example to others. To be involved in some activity with those who are outside the church community.

### **Primary Exclusions**

Leading a larger church calls for a different style of leadership. Because the detail of ministry in a larger church proliferates ahead of what is possible to keep on top of it is important that the vicar is able to delegate to paid staff and lay leaders. Pastoring and managing the staff team becomes an important element of the leader's ministry. Hard choices have to be made about priorities.

The following list of exclusions is given so that the Vicar does not feel solely responsible for these areas and able to delegate them to others:

1. routine administration of the church and parish
2. routine visiting and pastoral care which can be carried out by others
3. areas of ministry where they are not specifically gifted
4. areas of ministry not felt to be a priority at a given time

#### **PERSON SPECIFICATION:**

- A mature Christian faith with a dependency upon God in prayer.
- Submitted to and trusting in Christ, holding firmly to the Biblical gospel thereby able to encourage and teach others in sound doctrine and discipleship.
- A willing and skilful pastor, servant hearted, humble and accountable, hospitable to others.
- If in a partnership, then with a well-functioning marriage and family life.
- Self-controlled, honest, upright and of integrity.

*The above taken from St Paul's pastoral letters.*

- Self-sacrificial commitment to the congregations of St Jude's and St Margaret's Churches.
- Ability to discern, articulate, establish, communicate and strengthen the identity, values and vision of St Jude's.
- An encouraging and positive attitude towards life and faith.
- A readiness to work collaboratively in partnership and value the contribution and success of all team members.
- An orientation towards outreach, numerical growth and future opportunities to church plant.
- An ability to communicate well and motivate others.
- A readiness to empower, equip and enable other leaders.
- Interpersonal skills with respect, empathy and care for others.
- Project management experience including budgeting, scheduling and change-management.
- Personnel experience including recruitment, appraisal and staff discipline.
- Ability to recruit, inspire and support volunteers.
- Skills in planning, organisation, administration, decision-making, management and communication.
- Ready to be a visible presence of the church in our local community.
- Willing to play a part in the Deanery and Diocese as a key Anglican leader in Portsmouth.
- Able to work across denominations in seeking to build the Kingdom of God in our city.

## SUMMARY OF CHURCH DETAILS

Parishes: St Jude, Southsea with oversight for the development of the congregation planted from St Jude's into the Church of St Margaret, Southsea.

Patron: Church Pastoral Aid Society

Licensed Ministers:

Vicar

Associate Vicar

Curate

Revd Neil Smart

Revd Adam Denley - in last year of curacy

Permission to Officiate at St Jude's:

Revd Nigel Bennett

Revd John Gray

Revd Colin Towner

Lay Readers:

Ruth McCabe

Rowena Pearson

Pioneer Lay Minister St Margaret's: Fran Carabott

Paid Staff:	St Jude's	CYF Minister	Dom DeBoo
		Worship & Comms Lead	Sam Douglas
		Church Administrator	Sonam Langdon
		Bookkeeper	Sally Marshall
		Operations Manager	Andrew Minter
		Assistant Church Administrator	Ali Simpson
		Caretaker	Pat Jolly
	St Margaret's	Administrator & Bookkeeper	Sue lynes
		Operations Manager	Stephen Dawson
	St Jude's Nursery	Manager	Levinia Glanville
		Assistant Manager	Helen Marshall
		Business Manager	Mandy Bingham
		25 Other Staff	

Churchwardens Philippa Dawson, Jos McCabe

PCC Treasurer Richard Bolton

PCC Secretary Debs Smart

Buildings St Jude's Church, Curate's House, Church Nursery, St Margaret's Church & Hall.

Churchyard No churchyard or graves. Garden and drive at St Jude's.

	St Jude's	St Margaret's
Average Sunday Attendance	200	46
Pastoral Register	300	80
Electoral Roll	163	5
Children's Ministry ASA	45	9
Children's Ministry Register	85	16
Occasional Offices last 12 mths		
Baptisms	7	0
Weddings	2	0
Funerals	10	0
Parish Share	£114,000 in 2020	To be phased in from Sept 2020
Church Tradition	Open Evangelical, Gently Charismatic	
Population	Approx 8,000	
Church Nursery School	St Jude's Church Nursery	
Church School	St Jude's CofE Primary School	
Residential Care Homes	12-15	
Warden Assisted Flats	6-8	
University Hall of Residence	1	