



# Director of Mission and Ministry

Diocese of St Edmundsbury and Ipswich  
September 2023



THE CHURCH  
OF ENGLAND  
SUFFOLK

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# 01. FROM BISHOP MARTIN

**You are reading this at an exciting time in the life and ministry of this diocese...**

**We have spent the last nine years engaging with our diocesan vision, 'Growing in God', considering in our parishes and benefices how we respond to God's call, as we discern how we are to grow "in number, depth, influence and to grow younger."**

Our priority is the support and continuing development of clergy and lay ministers. We currently have 122 stipendiary clergy, 76 self-supporting clergy, a large number of active retired clergy, 47 Readers, 378 Elders (a pastoral and liturgical ministry specific to Suffolk), 37 Licensed Lay Ministers as well as a wonderful host of lay people serving in a range of leadership roles.

We are committed to maintain the number of stipendiary clergy posts, and to increase the number of lay and ordained ministers. We rejoice in all those coming forwards and offering for a variety of ministries, lay and ordained. Lay Evangelist and Lay Pioneer ministries have grown considerably in recent years and we are particularly proud of our Auxiliary Ordained Pathway (AOP) that has seen over 60 be ordained to serve in their home communities.

Through our understanding of the 'hidden needs' of so many in our communities, through the challenges of the pandemic and then the cost of living crisis, we hear God's constant call to turn outwards in generous, practical and loving service.

We are learning to listen to young people, to heed the cries of their hearts, to receive their wisdom and to hear the Gospel afresh with them, and we are encouraged by signs of growth and new opportunities particularly working with our schools.

We have recently set up the Suffolk Centre of Mission with the help of the Church Army, seeking to enhance evangelism and pioneering in our diocesan life.

We learned in the pandemic that with prayer and determination we could respond positively to the financial situation then facing the diocese, and are now working on a range of approaches to develop greater financial sustainability, which is key to maintaining our stipendiary clergy numbers as well as the outreach and service of our parishes in more deprived communities.

Our new Director of Mission and Ministry will bring fresh wisdom and new experience to this role, will be an excellent team player and work collaboratively, innovatively and prayerfully. In turn we offer visionary colleagues, a great team to work with, friendly churches and a beautiful county to work in.

We hope that this brochure will help you discern if God is calling you to this part of the country and I do encourage you to have a conversation with Bishop Mike if you are interested in finding out more.

*+ Martin*



## 02. ABOUT THE DIOCESE

**The Diocese of St Edmundsbury and Ipswich covers the county of Suffolk, excluding the area around Lowestoft in the north-east, and one parish in Essex.**

It is a mainly rural Diocese with a large number of small villages, plus market towns including Woodbridge, Halesworth, Sudbury and Beccles and the cathedral town of Bury St Edmunds with its historic Abbey.

The diocese has 481 churches and 87 church schools, and we serve 684,000 people. We have 443 parishes and 111 benefices, giving us the highest percentage of multi-parish benefices of any diocese. The number of Fresh Expressions has grown considerably in the last few years and currently stands at 187.

Ipswich is home to almost a quarter of Suffolk's inhabitants, as well as the University of Suffolk. The diocesan bishop lives in Ipswich which is also where the diocesan office is based. St Edmundsbury Cathedral is in Bury St Edmunds and is valued throughout the county for its wide range of services, including celebrating national and county occasions.

We have two innovative projects currently, nationally funded, each of which is seeking to see 1500 new disciples. 'Growing in God in the Countryside' is our rural project and 'Inspiring Ipswich' (see [www.inspiringipswich.org](http://www.inspiringipswich.org)) is centred on our county town. Inspiring Ipswich is starting 25-50 new worshipping communities and has seen 900 new disciples so far. 'Growing in God in the Countryside' is growing disciples through Lightwave group initiatives (see: [www.lightwave.community](http://www.lightwave.community)) and supporting parish outreach in our rural areas.

The county of Suffolk is a stunning place to live and work. It embraces historic places of interest such as Sutton Hoo, the world-renowned music centre at Snape Maltings, and the Heritage coast, a haven for lovers of natural history and birdlife. Along its famous coast are the picturesque seaside resorts of Dunwich, Orford, Southwold and Aldeburgh. While inland, the agricultural landscape reflects the foundation of Suffolk's rural economy that has had such a significant role in shaping not just the landscape but our culture and values over many centuries.



## 03. GROWING IN GOD

**The Gospel invites us to celebrate the good news of God's saving love. That's what lies behind our shared diocesan vision for Growing in God adopted in 2014. God wants us to grow as his beloved children, he wants us to grow as loving communities, he wants us to grow in sharing his love beyond ourselves in both our words and actions.**

"We cannot determine the fruit of growing in number or growing younger. We cannot compel people to have a faith – though we can do many simple things to help that growth be possible – planting and watering – clearing the weeds and brambles – sowing seeds, believing in God's providence. What we can do is be intentional in seeking to grow in depth, attending to deepening our own faith and Christian practice through our worship and fellowship, and in engaging in actions that helps us to grow in loving service of our neighbours." Bishop Martin.

**"I planted, Apollos watered,  
but God gave the growth"  
1 Corinthians 3:6**

### **Our priorities:**

#### **Growing in Depth**

To deepen our awareness of God with us through prayer and vibrant worship, centring our lives on Jesus Christ through the proclamation of the Word and the celebration of the Eucharist.

#### **Growing in Influence**

To participate in God's loving movement towards the world in partnership with other congregations, denominations and people of good will.

#### **Growing in Number**

To witness to the person and way of Jesus Christ, in word and worship, in service and daily life, inviting others into the fullness of life found in him.

#### **Growing Younger**

To engage all generations, allowing them to shape how we do church and investing in them as present and future ministers of the gospel; to develop our congregations to reflect the age profile of the context in which they are set.

To help us Grow in God, we ask churches to pray regularly for growth and seek for every parish and new worshipping community to develop a Plan for Growth. We help those who would like it to find support, whether from the Mission and Ministry Team, the Lightwave Community, the Cathedral and/or from other benefices.

We also operate a Growth Fund and provide fundraising advice to help benefices and fresh expressions of Church to respond to what they believe God is calling them to be and to do. Alongside this, the Mission and Ministry Department run a Suffolk Ministry Development Programme (SMDP) to help both clergy and laity understand their context and help their congregations to grow in depth, influence, number and younger.

We nurture pioneers and church-planters through a formational community meeting with the bishops, as well as facilitating coaching, networking and bespoke training.



## 04. PURPOSE OF THE ROLE

The Director of Ministry and Mission exists to address those aims and objectives of the diocesan vision relating to mission and ministry. In order to do, s/he will oversee the Mission and Ministry Department in its work of enabling and equipping ordained and lay ministers as well as enabling the department to co-create initiatives and work synergistically with others working in the diocese in these areas such as the Cathedral, Centre of Mission or Lightwave Community.

Areas of particular attention include working with others in:

- Formation and continuing development of ordained and lay ministers.
- Fostering a culture of vocation and discipleship.
- Resourcing the mixed ecology – both parish based mission and Fresh Expressions.
- Engaging children and young people.
- Equipping Christian communities to be outward-facing and to engage in loving service.
- Church-planting strategy especially in relation to areas of new housing.
- Facilitating the learning from Inspiring Ipswich and Lightwave to be embedded in diocesan practices.
- Enabling the New Church Army Centre of Mission to become effective in promotion of Evangelism across the whole diocese.



# 05. KEY RELATIONSHIPS

## REPORTING TO

The Bishop of Dunwich.

## KEY RELATIONSHIPS

- Bishop of St Edmundsbury & Ipswich and Bishop of Dunwich
- Bishop's staff: Archdeacons, Director of Finance, Diocesan Secretary and other members of the DBF team
- Mission and Ministry Team
- Strategic Programme Manager and Diocesan People Manager
- Rural/Area Deans and Lay Chairs
- Clergy and Laity across Diocese
- Directors of Mission and Ministry working in other dioceses, especially the Eastern Region.



# 06. MAIN DUTIES & RESPONSIBILITIES (1)

## GENERAL

- Work in collaboration with other officers to promote and develop diocesan, intra-diocesan, and especially regional [and ecumenical] training and education among the five dioceses of the Eastern Region.
- Work closely with the Bishops, the Bishop's Staff and others to deliver the diocesan 'Growing in God' vision for mission, ministry & discipleship across the Diocese.
- Be a member of the Bishop's Staff and attend meetings of the Bishop's Council and Diocesan Synod.
- Prayerful listening for discernment for the shaping of mission and ministry both as part of the bishop's staff team and with the Mission and Ministry team.
- Oversee the work of the Mission and Ministry team to ensure that members are well supported, have adequate resources and are able to achieve their aims.
- Work closely with appropriate partners (eg Inspiring Ipswich, Lightwave, Cathedral, Suffolk Centre of Mission, Vocations Team) to empower local ministers for parish revitalisation, pioneering and growing new worshipping communities. This is likely to include co-creating new initiatives.
- Enabling the Mission and Ministry team to listen for and share good practice relating to ministry and mission across the diocese.
- Develop 'Growing Younger promoting efforts to grow new worshipping communities whether through chaplaincy, early years work or other means and helping our lay and ordained leaders to engage in the development of work related to growing faith and Growing Younger.
- Deepen discipleship and encourage new and refreshed vocations among the people of God in their local communities.
- Give particular attention within the four elements of Growing in God to under-developed areas such as pioneer ministry, children & youth work provision.
- Co-ordinate and integrate Mission and Ministry initiatives, programmes, communications and publicity and oversee the budget for all Mission and Ministry work.

- Be committed to sharing training and education among the five dioceses of the Eastern Region.
- Ensure up-to-date knowledge of the theology and practice of mission and ministry, linking as appropriate to regional and national bodies and initiatives.

## MINISTRY

Working with the Bishops, the DDO and vocations team and others:

- Support the recruitment and vocational development of ordinands, especially through the Auxiliary Ordained Pathway, licensed lay ministers and laity, using their skills to serve the Church at all levels in ways that are fit for the future.
- Provide high-quality training which supports ministerial and missional development in order to facilitate the effectiveness of clergy and lay ministers. This includes developing further the Suffolk Ministry Development Programme (SMDP), reflective supervision opportunities and the formation of missional incumbents.
- Develop clergy wellbeing approaches that meet the expressed needs of those in local ministry so that our clergy thrive.
- Ensure safeguarding training is embedded in all ministerial training and development programme.
- Offer support to those going on sabbatical.
- Offer support to clergy following their MDR reviews.
- Co-ordinate the distribution of the Growth Fund.
- Give support to and oversee INSIGHT, our new online hub.
- And other areas subsequently identified.





# 06. MAIN DUTIES & RESPONSIBILITIES (2)

## MISSION

Working with the Bishops, M&M team and others:

- Lead a mission-focused team to encourage intentional mission locally through Plans for Growth with a strong evidence base, local ownership and appropriate resources.
- To help grow missionary disciples throughout the diocese.
- Contribute to successful funding applications that secure resources to fund mission plans across the diocese.
- Take a lead on updating and implementing a church planting strategy for the diocese.
- To seize opportunities to connect Growing in God with the six national priorities of the Church of England.

## FINANCIAL PLANNING & RESOURCE MANAGEMENT

- Develop and manage the annual departmental budget in line with diocesan mission and ministry priorities identified with the Bishops and Director of Finance.
- Authorise expenditure and payment of expenses in accordance with policy, and monitor against budget with the aid of management accounts.
- Ensure that parish mission development needs are analysed and responded to, maximise learning from national and local research, and be alert to and contribute to the preparation of applications for national church and other funding.
- Participate in an annual review to reflect on the outcomes of the previous year, agree objectives and establish a work plan for the forthcoming year, including highlighting any personal development needs.
- Establish a line management structure and annual appraisals for the staff within their areas of responsibility.

## EQUALITY & DIVERSITY

- Promote diversity and inclusion in the Mission and Ministry team and its activities.
- Ensure proactive support of the principles and practices of equality of opportunity as detailed in the DBF's strategies and policies, and in accordance with its legal obligations.

## SAFEGUARDING

- Ensure all Diocesan Safeguarding policies and procedures are adhered to, and all training undertaken by all Mission and Ministry Team and authorised volunteers.
- Participate in safeguarding training to senior level and any additional training and awareness relating to the specific sensitivities and responsibilities of the role.
- Participate in safer recruitment training and adhere to the Safer Recruitment policy and process.

The post holder will be ordained and employed on contract, and will hold the Bishop's Licence.



# 07. PERSON SPECIFICATION (1)

## QUALIFICATION, TRAINING & EXPERIENCE

- Theologically literate, informed, imaginative, and able to operate at a Post-graduate level.
- Theological understanding of the issues involved in ministerial education, training and formation.
- Practical awareness of mission and ministry issues in the Church of England.
- Experience of building and leading teams, record of working collaboratively.
- Proven ability as an effective leader who can inspire others and enable change in a variety of contexts.
- A positive understanding of the role of laity and the development of the whole people of God.

- A positive understanding of the role of ordained and licensed ministry in the Anglican Church.
- Experience of parochial mission and ministry in different contexts.
- Experience of financial planning, budgeting and resource allocation.
- Ministerial training of adults through IME, CMD or otherwise.
- Experience of revitalising churches.
- Experience of growing new worshipping communities
- Experience of ministry in low income/ non-book communities.
- Skills and experience in conflict with a track record of transformation and mediation.



## 07. PERSON SPECIFICATION (2)

### SKILLS & ABILITIES

- Ability to lead strategic development and implementation.
  - A clear, creative, strategic and theological thinker.
  - Clear and engaged understanding of mission and theology in the modern world.
  - Ability to form effective working relationships with a diverse range of people and organisations.
  - Demonstrable understanding of the issues involved in ministerial education, training and formation.
  - Ability to teach and facilitate learning with a range of learning styles.
  - Organised and administratively able with good and effective working knowledge of IT and social media platforms.
- Someone with a track record of making good appointments.
  - Organised and administratively able with good and effective working knowledge of IT and social media platforms.
  - A good team-player who is also able to lead.
  - Able to delegate readily and effectively.
  - Ability to listen, facilitate discernment and co-create solutions with partners.



# 07. PERSON SPECIFICATION (3)

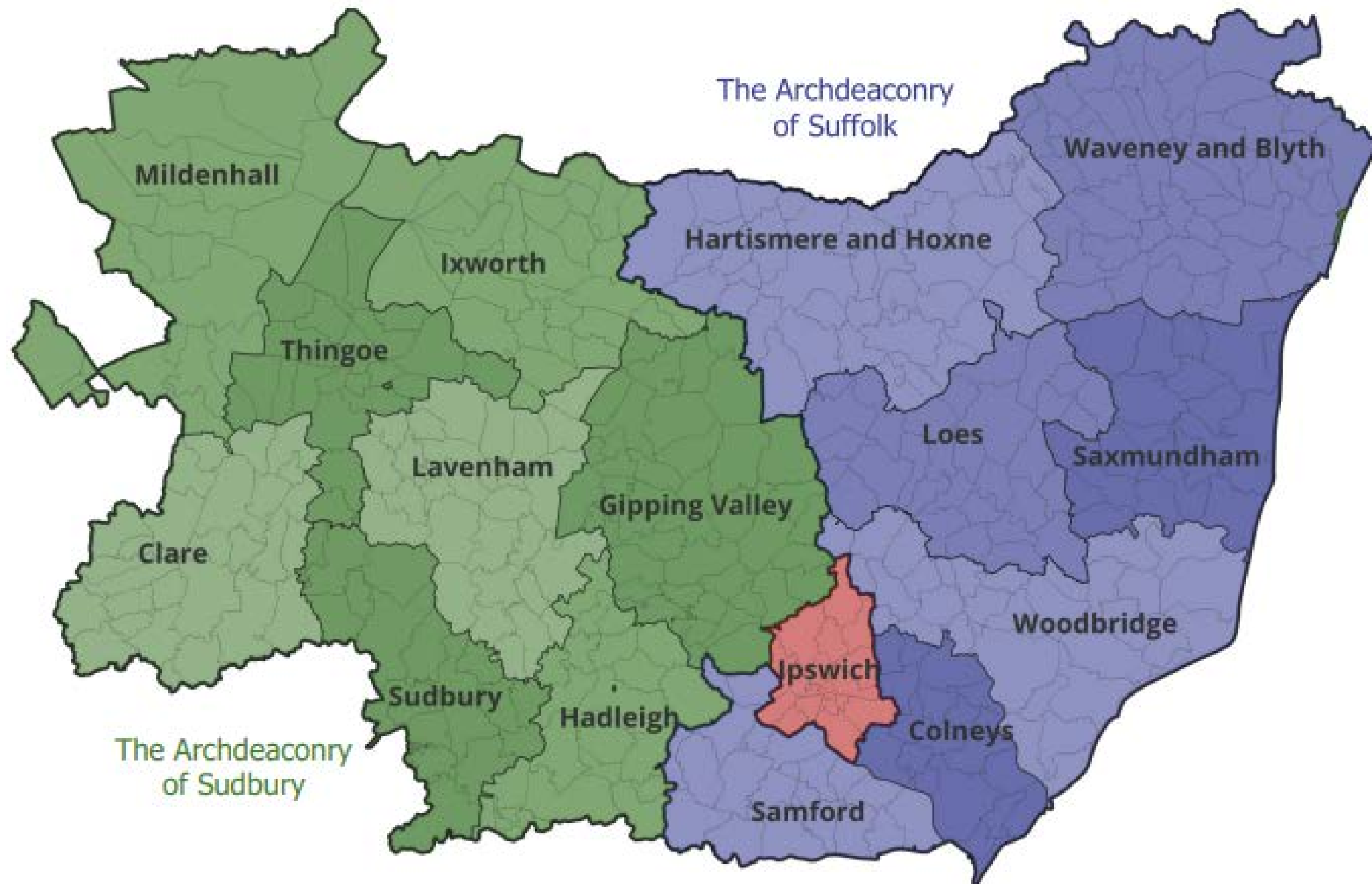
## WORK-RELATED PERSONAL QUALITIES

- Understanding of and passion for shared ministry.
- A firm personal faith and spiritually mature.
- High emotional intelligence.
- Able to relate generously and positively to those of different theological traditions.
- Organised leadership style to oversee multiple projects simultaneously.
- Ability to work independently in handling a diverse workload and in keeping to deadlines.
- Personal commitment to maximising diversity and inclusion.
- Committed to his/her own professional development.
- Prayerful.

- Willingness and commitment to work evenings and weekends.
- Able to travel around the Diocese and nationally.
- Given the nature of the role and its central place in promoting and communicating the Diocesan vision, priorities and projects, and within the provision of the Equalities Act 2010, there is an Occupational Requirement that the post holder is a Christian and a Clerk in Holy Orders (Priest).



## 08. MAP OF THE DIOCESE



# 09. BISHOP'S STAFF AND ROLES



**RT REVD MARTIN SEELEY**  
Bishop of St  
Edmundsbury & Ipswich



**RT REVD DR MIKE  
HARRISON**  
Bishop of Dunwich



**VERY REVD JOE HAWES**  
Dean of St Edmundsbury



**GARY PEVERLEY**  
Acting Diocesan  
Secretary



**VEN DAVID JENKINS**  
Archdeacon of  
Sudbury



**VEN SALLY GAZE**  
Archdeacon of  
Rural Mission



**VEN RHIANNON KING**  
Archdeacon of Ipswich



**VEN RICH HENDERSON**  
Archdeacon of Suffolk



**ANN LEACH**  
Strategic  
Programme  
Manager



**GARY PEVERLEY**  
Finance Director



**JANE SHEAT**  
Diocesan Director  
of Education



**YOU?**  
Director of Mission  
& Ministry



# 10. MISSION & MINISTRY TEAM



**REVD PHIL DYKES**  
Diocesan Mission  
Enabler



**REVD STUART BATTEN**  
Diocesan Director of  
Ordinands



**HILARY WORDSWORTH-SEWELL**  
Diocesan Children's and  
Families' Officer



**MATT LEVETT**  
Diocesan Youth and Young  
Adults Officer



**REVD LINDA PEPPER**  
The Chaplain for Ipswich  
University and College



**EMMA ALLINSON**  
Growing Younger  
Project Support



**HELEN PRIOR-  
TOWNSEND**  
Mission Project  
Officer



**LESLEY STEED**  
Senior Administrator



**GAIL SOUTHGATE**  
Suffolk Centre of  
Mission Lead



**YOU?**  
Director of Mission &  
Ministry

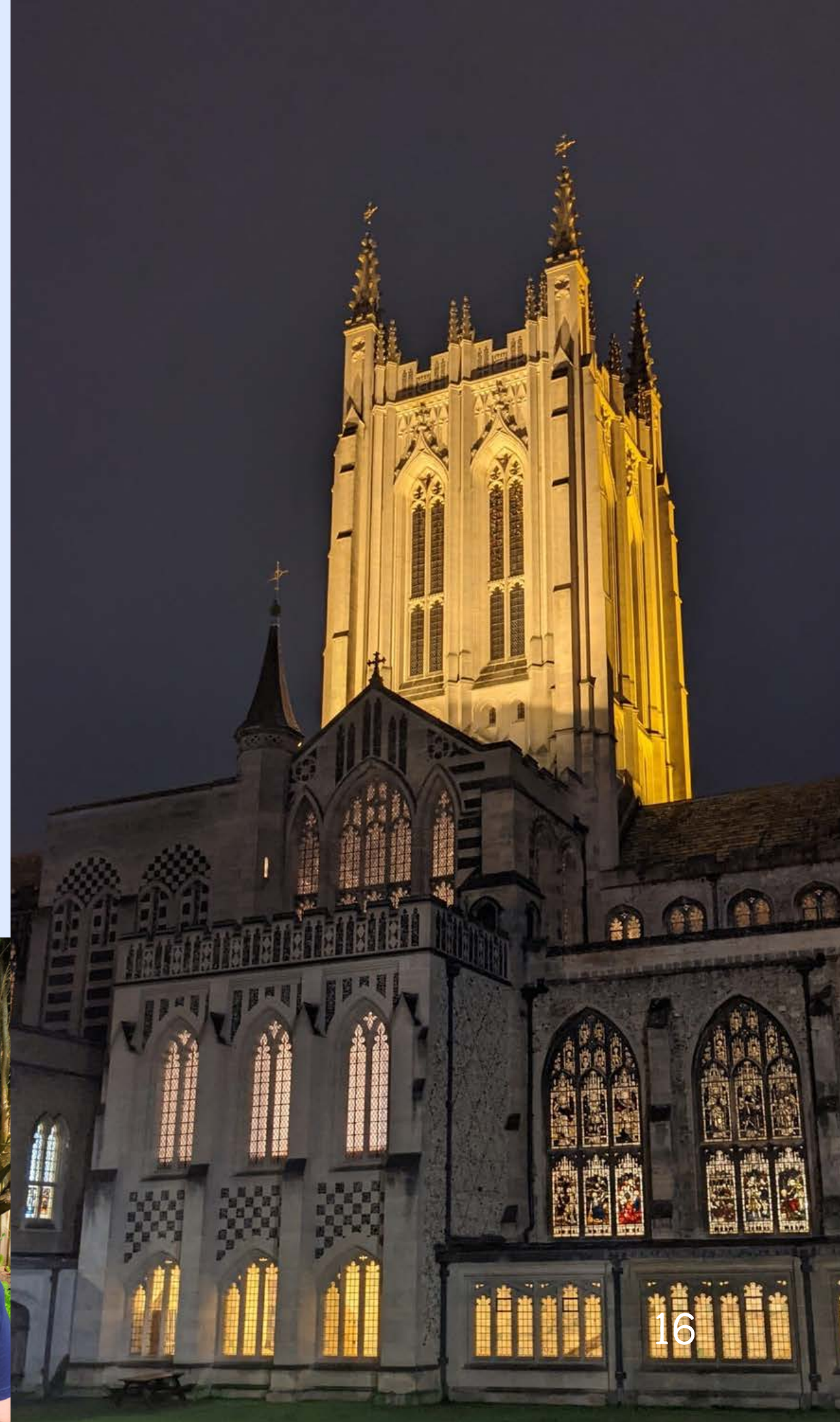
## The Team also includes:

- The President of the Mothers' Union, Linda Ginn
- The Diocesan Environmental Officer, Vacant
- World Mission Officer, the Revd Richard Stainer
- The Self Supporting Ministry Officer, the Revd Tony Redman
- The Diocesan Ecumenical Office, the Revd John Thackray
- The Diocesan Estates Officer (tbc)



# 11. GROWING IN GOD PRAYER

O Lord our God, Giver of Life and Growth  
Grow in us a longing for you  
that we may deepen our faith;  
Grow in us a compassion for your world  
that we might serve our neighbours;  
Grow in us a vision for your kingdom  
that we might proclaim your love.  
By the power of your Spirit and in Jesus' name  
**AMEN**





# 12. MORE...

## Job Details

Job Title | Director of Mission and Ministry

Team | Mission and Ministry

Reports to | Bishop of Dunwich

Salary | £59,525

Contract Type | Full time – Employed

Hours | 35 hours per week - will regularly be required to work evenings and weekends

Ministerial experience | In priest's orders

Usual place of work | The Diocesan Office, 4 Cutler Street, Ipswich, IP1 1UQ with some home working

## Application Process

Candidates are invited to fill in the application form: [www.cofesuffolk.org/vacancies](http://www.cofesuffolk.org/vacancies)

For an informal conversation please contact: Bishop Mike Harrison | [bishop.mike@cofesuffolk.org](mailto:bishop.mike@cofesuffolk.org)

Closing date | Thursday 19 October 2023

Interview Date | Friday 3 November 2023

**We very much look forward to hearing from you!**





THE CHURCH  
OF ENGLAND  
SUFFOLK



THE CHURCH  
OF ENGLAND  
**Diocese of St Edmundsbury  
and Ipswich**

4 Cutler Street, Ipswich IP1 1UQ  
Charity number 248919