



Role description signed off by: Archdeacon of Sudbury

Date: May 2021

To be reviewed 6 months after commencement of the appointment, and at each Ministerial Development Review, alongside the setting of objectives.

1 Details of post	
Role title	Rector
Name of Benefice	Stoke by Nayland with Leavenheath and Polstead, and Nayland with Wissington
Deanery	Hadleigh
Archdeaconry	Sudbury
Initial point of contact on terms of service	Archdeacon of Sudbury

2 Role purpose
General
To share with the Bishop both in the cure of souls and in responsibility, under God, for growing the Kingdom.
To ensure that the church communities in the benefice flourish and engage positively with 'Growing in God' and the Diocesan Vision and Strategy.
To work as Rector to this benefice, having regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation.
To collaborate within the deanery both in current mission and ministry and, through the Deanery Plan, in such reshaping of ministry as resources and opportunities may require. To attend Deanery Chapter and Deanery Synod and to play a full part in the wider life of the deanery.
To work with the ordained and lay colleagues as set out in their individual role descriptions and work agreements, and to ensure that, where relevant, they have working agreements which are reviewed. This involves discerning and developing the gifts and ministries of all members of the congregations.

To work with the PCCs towards the development of the local church as described in the benefice profile, and to review those needs with them. To recognise and value the individuality of each community.
To ensure that a high standard of worship, preaching, and pastoral care is provided.
To work together, as appropriate, with other Christian denominations which have a presence in the parishes, team and wider deanery.
Schools
To work closely with the local school/s. The diocese is committed to work with both community and church schools and this should be seen as a key part of the priest's role.
Specific tasks and responsibilities
Develop and exercise a local episcopal oversight role, working collaboratively with the ministry team to enable effective and fruitful ministry across the whole benefice.
Working with the parishes, develop a shared vision and plans for Growing in God; encourage lay leading of worship and participation in services; identify and develop people's talents.
Enabling the sharing of the Christian faith with people of all ages and work with parishes to widen the age profile of congregations through building on some of the initiatives already implemented.
Teach and encourage an understanding of Christian stewardship across the benefice.
Strengthen and encourage links with young people, families, and other groups of people including the newly retired to help expand outreach, and offer pastoral care and visiting capabilities for those in need such as the elderly, lonely and isolated.
Be willing to contribute to community life in the benefice.
Be open to new ways of offering worship on-line in the light of the Lockdown experience.

3 Key contacts
Generic PCC members and officers The Deanery Chapter & Synod The Churchwardens The Rural Dean and Lay Chair

<p>Specific Ordnained and lay colleagues (those holding the Bishop's licence, PTO, office holders and administrative staff, both voluntary team secretary and treasurers)</p>
<p>Aspirational Reaching out to younger people and their families. Working with the benefice schools. Extending the work of Messy Church and Kidsclub. Money is being set aside to employ a youth worker.</p>
<p>Supportive The Archdeacon, who will review this role description with you when you are six months into post. The Rural Dean and Lay Chair Diocesan Director of Mission and Ministry Bishops' Ministry Officer Archdeacon for Rural Mission</p>
<p>Patrons</p> <p>Stoke by Nayland with Leavenheath and Polstead Mrs Susan EF Holden St John's College, Oxford</p> <p>Nayland with Wissington Diocesan Board of Patronage Lord Chancellor</p>
<p>Role context and any other relevant information</p> <p>The diocesan ministry deployment principles affirm an intention to maintain stipendiary clergy numbers if possible, subject to the availability of financial resources, and to develop an understanding of local episcopal oversight ministry and local ministers in parishes ministering in teams or clusters. A key aim of this is to reduce clergy isolation and increase mutual support.</p> <p>An understanding of the Centenary Share process and how it is applied across the benefice and deanery and its importance for the sustainability of ministry across the diocese is fundamental.</p> <p>To continue to support and develop the ministry of others across the team, including assisting in curate formation</p> <p>The Bishops expect and encourage clergy to take their rest days, holidays and regular retreats or similar. Clergy are strongly encouraged to have a spiritual director or equivalent.</p>

4 Benefice Summary	
Parishes	Nayland Wissington Stoke by Nayland Leavenheath Polstead
Churches	Nayland : St James – Grade I Wissington : St Mary the Virgin – Grade I Stoke by Nayland : St Mary – Grade I Leavenheath : St Matthew – Grade II Polstead : St Mary – Grade I
PCC	The 5 PCCs seek to work together, to be supportive and effective in mission and growth.
Schools and Colleges	Stoke by Nayland CEVCP School Nayland Primary School Plymouth Brethren School, Stoke by Nayland
Churchwardens	Nayland : St James x 2 Wissington : St Mary the Virgin x 2 Stoke by Nayland : St Mary x 2 Leavenheath : St Matthew x 1 Polstead : St Mary x 1
Ministers	SSM x 1 Readers x 2 Lay Elder x 8
Buildings (other)	Nayland has a church hall
Churchyards (Open or closed for burial)	Polstead – open Stoke by Nayland – open Wissington – open
Population	Nayland : 990 Wissington : 200 Stoke by Nayland : 660 Leavenheath : 1800 Polstead : 900

Average Sunday Attendance	Nayland : St James – 21 Wissington : St Mary the Virgin – 18 Stoke by Nayland : St Mary – 21 Leavenheath : St Matthew – 19 Polstead : St Mary – 21
Parish Share	2020 £69,000 100% 2019 £69,000 100% 2018 £72,045 94.80%
Expenses	Reimbursed in full
Resolutions	None
Church Tradition	Central
Pastoral re-organisation	n/a
Presence of other Christian denominations	Our Lady Immaculate and St Edmund, Withermarsh Green (1 mile from Stoke) Focus Learning Trust school, Stoke-by-Nayland (Plymouth Brethren)
Presence of other faith communities	None