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God's transforming people in our parish: To love Jesus, to serve and tell others, to be community.

Associate Vicar

Responsible for local mission and evangelism.

Woking is the most culturally diverse town in Surrey, surrounded by beautiful greenbelt land and only 25 minutes from central London by train. It is a place people want to live, with good public services and local facilities. Surrey is sometimes called the 'Bible belt'; Woking has a large number of thriving churches, many of which see themselves increasingly as resources for the wider church.

St Mary of Bethany (SMOB for short) is an Anglican church in suburban Woking, located between two residential roads: Mount Hermon Road and York Road. We have a charismatic evangelical heritage with an emphasis on both Word and Spirit. We are a warm, inclusive and generous church family; a safe place for messy lives, where all kinds of people are embraced.

Our vision is God's transforming people in our parish: To love Jesus, to serve and tell others, to be community.

Our plan for 2018-19 is to renew our vision to become more focused on mission and evangelism, and to engage with our parish and wider town community more effectively. To achieve this, to work towards employing an Associate Vicar, and to start planning to develop our building to support our ministry and local community better.

Since our present Vicar arrived in September 2017, we have begun to address the challenges of becoming more outward-focused and visible to our local community. We are building on strong relationships with other local churches both in Woking Deanery and Churches Together in Woking. The appointment of an Associate Vicar is key to achieving our vision, as s/he will take a lead in our local mission and evangelism. We are currently developing plans to transform our building inside and out, giving it greater impact to tell our story on the outside and becoming a more welcoming and flexible space on the inside.

SMOB has a wide range of ministries, including excellent children's and youth work, well established ministry with senior adults, strong preaching, teaching, discipleship and pastoral care, all rooted in prayer. A good proportion of church members are in

homegroups, which are the most significant places for pastoral care and discipleship to take place.

Our paid staff includes a full-time Youth Minister, part-time Children's Minister, Young Families Minister and Assistant Youth and Children's Minister, full-time Office Manager, part-time Office Administrator, bookkeeper and cleaner.

We enjoy the ministry of a retired Associate Minister with Permission To Officiate who takes a full role in leading services, pastoral work and has a special ministry to newcomers. We will have a Curate from July 2019 and will structure our worship and pastoral ministry around the new team of Vicar, Associate Vicar and Curate.

We have a Licensed Lay Minister who leads services and preaches regularly. The church benefits from the ministry of three trained Pastoral Assistants, four occasional preachers and four worship leaders.

Present need

Our most urgent need is to become more missional, to engage with un- and de-churched local people more and better, to increase our profile in the local area and to reorientate all our ministries and activities to be more outward-focused. We have identified a particular challenge in reaching the large number of 20-40-year-olds living locally, many of whom live in flats, but who are underrepresented in the church.

Woking has a number of churches which could be described as charismatic evangelical, and we need to take a bigger role in working with other local churches on mission and evangelism. We want to build on a long heritage of social action and evangelism in our parish. There is a particular opportunity to work with the new Emmaus Road Church which meets in Hoe Valley School, just outside our parish.

Role and responsibilities

- To lead our local mission and evangelism, including responsibility for working with other local churches via Woking Deanery, Churches Together in Woking and the Diocese of Guildford.
- To develop our outreach strategy, with particular focus on young adults.
- To help the church work towards achieving its vision, being a critical friend to ministry leaders and helping us to become more missional.
- To take a share of preaching, leading services and corporate prayer, including pioneering new services.
- To participate as a member of the church's staff team, sharing in the team's corporate responsibilities/activities, playing a full part as a stipendiary ordained minister and acting as Vicar in his absence.

- To oversee our corporate worship together with the Vicar, including our music and audio-visual teams.
- To maintain his/her own discipleship, particularly by giving time to prayer and the study of the Scriptures. Also to read and develop ministry skills through regular training etc.
- To take proper care of him/herself (and his/her family if applicable) through adequate time for rest, recreation, and family life as an example to others. To be involved in some activity with those who have no church allegiance.

Person specification

- Passionate about God; a contagious, mature Christian with a story to tell about their life and walk with Jesus.
- A heart for equipping a church in mission and evangelism.
- An excellent, confident communicator who can connect with a wide range of people at different stages of their discipleship journeys.
- A self-starter who will work well within a team and will be happy to be a number two, but willing to take on leadership responsibility as required.
- Experience of leading music and sung worship in a church context are highly beneficial.
- A sense of humour is essential; good pastoral skills and a range of life experience would be valuable.
- We would consider part-time working.

Housing

We own a well maintained three double-bedroom house in the parish. It comprises entrance porch, entrance hall, study, downstairs WC, excellent size dual aspect living room, kitchen/breakfast room, three good size bedrooms, modern fitted bathroom with separate WC, a front garden as well as a private enclosed rear garden in excess of 70ft. The house is a short walk from Barnsbury Primary School and Nursery and the brand new Hoe Valley School (secondary).

Terms of Appointment

1. Reporting and Performance Review

The Associate Vicar will be supervised by the Vicar with whom s/he will meet on a regular basis. The Associate Vicar's performance and ministry contribution will be subject to an annual Performance Review conducted by the Vicar. The Licence from the Bishop will commence from a date to be agreed. The post of Associate Vicar is subject to Qualified Common Tenure.

2. Stipend and Pension

The stipend for an Associate Vicar is set by the Diocese of Guildford, subject to annual increments in accordance with Diocesan policy and is payable through the Diocesan payroll. The Associate Vicar's pension is also within the Diocesan Clergy Scheme.

3. Accommodation

The Associate Vicar's accommodation is provided free of rent and rates by the Parochial Church Council. Following occupation, it is the responsibility of the Associate Vicar to maintain the garden and keep the interior of the property in good order and to bear the costs of so doing. The Associate Vicar should bring any issues pertaining to the maintenance or repair of the exterior of the property to the attention of the Churchwarden.

4. Expenses

Expenses will be met by the Parochial Church Council in line with Diocesan policy and local Staff Expenses policy. The Associate Vicar will submit an expenses claim to the Vicar monthly.

5. Holidays, Annual Retreat and Days Off

Rest periods

You are entitled to an uninterrupted rest period of 24 hours in each period of seven days. The weekly rest period may not be taken on a Sunday, on any of the Principal Feasts of the Church of England as set out in the Canons and Common Worship, or on Ash Wednesday or Good Friday or during a major parish event.

Retreats

In addition, a 5-day annual retreat (or equivalent) should be taken. Reasonable costs should be borne by the parish.

Annual Leave

The leave year begins on 1st April and you are entitled to 50 days which will include six rest days and any time taken after Christmas or Easter and public Bank Holidays. i.e. 6 complete weeks of 7 days (42) plus 8 days in lieu of Bank Holidays.

The days of annual leave may not include more than six Sundays or any of the Principal Feasts of the Church of England, Ash Wednesday or Good Friday or any major parish event.

Holiday entitlement for those who are taking up a post during the leave year, or who are leaving during the leave year, is calculated pro rata for the part of the year during which the person holds office.

Continuing Ministerial Education is expected to be undertaken each year.

Time should be allowed each day for family or the needs of a single life and domestic needs.

The closing date for applications is Wednesday 12 June

Interviews will be on Monday 1 July

This post is subject to Enhanced DBS clearance