



The Diocese of Chelmsford



A Role Description for the newly appointed Team Vicar in the Billericay and Little Burstead Team Ministry

Name of appointed candidate:	
Role title (as on licence):	Team Vicar
Proportion of time given to this role,:	Full time
Name of benefice:	Billericay and Little Burstead Team Ministry
Deanery:	Basildon
Archdeaconry:	Southend
Date you started in this role:	
Date of this Role Description:	Autumn 2018

During the vacancy, the team parish identified the following priorities

The Key areas of work	A) What is to be done?	B) With whom is this to be done?	C) To what end is it to be done?
Mission, Service and Outreach	Oversee, develop, innovate and coordinate an agreed parish wide ministry	In collaboration with the Team Rector, other team clergy and established volunteers across the team.	That the mission God gives this parish may be identified and followed through the gifts He brings to the Team
	Help build relationships with the wider community	Those with roles in the wider community; those called to ministry beyond the church environment	To discern and work with the needs of community, that people across the parish might know themselves loved by God
Leadership and Working Collaboratively	Take primary oversight of one of the team churches, as agreed on appointment	In collaboration with the team rector and associate priest	That the new church pairings might enable all the churches to be an effective Christian witness in the parish
	Develop effective relationships and work collaboratively across the team ministry	The team rector and other team clergy; the lay ministry team; the church wardens, PCC and DCCs	That each may flourish in the ministries God has called them to
Discipleship, Vocation and Stewardship	Enable each person in the worshipping community to have a personal relationship with God	Those with teaching and preaching ministries; those in leadership roles	That each person may know themselves to be loved and gifted by God, and may be enabled to serve Him

The above will be developed collaboratively by the newly appointed team vicar, the ministry team and the PCC within the first six months after an appointment.

Six month review with your archdeacon

In the light of developing the priorities identified by the team ministry in preparation for its new team vicars, the following template should be used to identify the priorities will be following over the next two or three years

Please fill in as many or as few rows as are relevant. As above, there can be more than one priority under a key area of work, and none at all under others. Realistically, four or five priorities are enough for a parish to be working towards

The Key Questions to ask	B) What is to be done?	B) With whom is this to be done?	C) To what end is it to be done?	D) Is this a Quick Win (within 6 months) or a medium or long term
The Key areas of work				
Mission, Service and Outreach				
Leadership and Working Collaboratively				
Worship, Prayer, Preaching and Teaching				
Pastoral Care				
Discipleship, Vocation and Stewardship				
Parish Organisation and Communication				
Personal development and spirituality				
Wider Ministry				

An annual review of progress is recommended; and the above should be taken to your next Ministerial Development Review (MDR)

Support for your new ministry

Support will be available from the Bradwell Episcopal Area team, as well as the diocesan teams and your area dean and deanery lay-chair. Early in your ministry you will be invited to an event to be inducted into the Bradwell Area, learning about the Area team and discovering how they can support you

Key working relationships

As in any team parish, you will need a good working relationship with

- The team rector and other team clergy
- The lay ministry team

- The churchwardens, DCCs and PCC, and the relevant committees
- The deanery synod and chapter. Billericay is in the deanery of Basildon

In this parish you will also need some sort of working relationship with

- Parish Alpha courses, Bible study and prayer groups
- Various groups in the parish, e.g. Messy Church, uniformed organisations, Mothers Union, pre-school groups
- Outreach and community groups
- Churches Together in Billericay
- Ecumenical Essex Savers Credit Union

This parish also offers opportunities to build missional relationships with

- The ecumenical Street Pastor project
- The ecumenical Schools Ministry in Billericay
- Schools in the parish – 3 secondary, 13 primary and one independent school
- Residential Care Homes and nursing homes in the parish
- Philanthropic organisations: two Rotary clubs; Lions; Roundtable
- Billericay Town Council and the Residents Association
- Sports clubs: including Football, Rugby, Cricket and Golf
- The many ‘hobby and craft’ organisations in the town
- The commerce and businesses in the town

Some useful facts and statistics

- The team parish has one PCC, four DCCs and eight churchwardens
- Those who hold the bishop’s licence or authorisation include the team rector, two team vicars (once appointed), one associate priest, five LLM/Readers, one pastoral assistant, one paid youth worker, one authorised local preacher and three evangelism enablers
- There are four churches: Christ Church, Perry Street, Emmanuel, Laindon Road, St John the Divine, Outwood Common, St Mary the Virgin, Little Burstead (Grade II*), plus a Chapel of Ease, St Mary Magdalen; “The Church in the High Street” (Grade II*).
- The 2011 census found 29,500 people living in the team parish. This and other statistics can be found in the diocesan parish spotlights. Go to <http://www.chelmsford.anglican.org/parishes/advice/parish-spotlights> and type ‘Billericay into the ‘search columns’ box, then click on the Pdf for nineteen pages of statistical analysis
- The parish reported, in the latest parish returns (2017), that the average Sunday attendance in Christ Church was 66 adults and 3 children and young people (16 and under); in Emmanuel was 111 adults and 11 children and young people; in St Mary the Virgin was 28 adults and 0 children and young people; and in St John the Divine was 29 adults and 1 child or young person
- The 2017 parish share (with the percentage paid in brackets) was £190,706.82 (100%)
- The diocese is working to the vision set out in Bishop Stephen Cottrell’s paper Transforming Presence and to the strategy paper, Reimagining Ministry, passed by the diocesan synod in March 2013 (<http://www.transformingpresence.org.uk/>). To that end, the deanery is working on a plan for Mission and Ministry Units

Role description signed off on behalf of:	The Bishop of Bradwell
Signature, name and title:	
Date:	