

Thank you for expressing interest in the vacancy that we have advertised for a Pioneer Pastor at Gracious Street Methodist Church in the Nidd Valley Methodist Circuit. A part-time permanent post, working 20-hours a week, we seek to appoint at the earliest opportunity.

About the role: Gracious Street, a large church that engages in a wide variety of activities, wants to embrace a mixed economy of church, and help those on the margins of church to explore and grow in the Christian faith. We seek to appoint a Pioneer Pastor to work with the minister and church members to disciple and build faith-based communities.

Faith: In accordance with the Equality Act 2010 it is an occupational requirement that the successful applicant is a practising Christian.

How to apply: For an application form please contact Andrew Crawford by email at hr@yorkshiremethodist.org

For an informal conversation about the role, before making an application, please contact the Rev Gordon Hay by email at gordon.hay@methodist.org.uk

Important dates: The closing date for receiving completed applications is Thursday 26th October at Midday with interviews scheduled to take place at Gracious Street Methodist Church on Friday 10th November.

Our Mission Statement: Believing God has shown his love for all in Jesus Christ we seek to be; a Worshipping Church embracing a wide variety of styles both traditional and contemporary; a Learning Church providing biblically based teaching and opportunities to explore and grow in the Christian faith through small groups; a Serving Church responding to local, and world needs with prayer, giving and practical action; a Caring Church offering a welcome and support to children, young people and adults of all ages and a Witnessing Church sharing with others by word and deed the Good News of God's love in Jesus Christ

Please find on the following pages a job description, person specification, and a summary of how we recruit. If I can be of any further support, or if you have any questions, please do not hesitate to be in touch with me by email at gordon.hay@methodist.org.uk

Kind regards,

Rev Gordon Hay
Minister in Pastoral Charge

Job Title: Pioneer Pastor.
Lay Employee in: Nidd Valley Methodist Circuit.
Employed by: Gracious Street Methodist Church.
Location: Gracious Street Methodist Church, Knaresborough, HG5 8AN.

To fulfil the requirements of this role frequent travel within the local area will be necessary. The opportunity for elements of 'home working' may be possible but the need to live within a commutable distance to Knaresborough remains a requirement.

Responsible to: The Pioneer Pastor will be responsible to the Nidd Valley Circuit Meeting through the appointment of a Line Manager, who in this instance will be the Rev Gordon Hay, or any other post holder that may be notified to them from time to time through the Leadership Team.

Key relationships: Superintendent Minister of Nidd Valley Methodist Circuit, Rev Gordon Hay, Line Manager, Circuit Leadership Team, Gracious Street Methodist Church Leadership Team.

Occupational Requirement: In accordance with the Equality Act 2010 it is an occupational requirement that the successful applicant is a practising Christian.

Purpose of role: "Gracious Street Methodist Church is a large church that engages in a wide variety of activities. The church wants to embrace a mixed economy of church and help those on the margins of church to explore and grow in the Christian faith. To support this, we seek to appoint a Pioneer Pastor to work with the minister and members of Gracious Street to disciple and build faith-based communities."

– Rev Gordon Hay

Main Duties:

The post will develop and evolve around the successful applicant, considering their individual skills and gifts, working closely with the Minister, leadership team and Knaresborough community with the aspiration and desire to ensure that everyone has access to live a fulfilling life in Christ.

Other key duties include:

- To ensure the voice of people on the margins are central to the development of our mission.
- To support and build missional communities that use the skills and God given talents of people to learn and pray together, and to live faith in action.
- To build strong relationships with people and ensure that the seldom heard in our church are provided with the right support to live fulfilling lives in Christ.
- To develop strong relationships and partnerships with other churches and community organisations in the local area.
- To develop a network of disciples to walk alongside people that are struggling in life using the principles of mutual aid.
- To develop pathways for people at all stages of their lives from the youngest to the oldest to grow as disciples of Christ.
- To develop and maintain relationships with ecumenical partners and organisations that improve community and church life.
- To take responsibility for your own Christian discipleship and to pray regularly for those living on the margins.

Other Duties:

- Any other duties and responsibilities that are identified by the Line Manager and that are within the capabilities and level of responsibility of the post holder, and that are in line with the existing and developing needs and mission of Gracious Street Methodist Church and the Nidd Valley Methodist Circuit.

Training Requirements:

- To fulfil the requirements and continue the development of the role there will be the need from time to time to undertake relevant mandatory training, as identified by the Line Manager.
- Any such training will be undertaken during contracted hours or, if this is not possible, recorded as time off in lieu (TOIL).

Terms and Conditions:

- This post is a part-time permanent post.
- Working hours will be **20** per week to be worked flexibly and agreed in advance with the Line Manager. To fulfil the role, it is recognised that there will be the necessity for an irregular working pattern including evening and weekend working.
- The rate of pay for this post is **£14.79** per hour. (£15382 per annum actual salary)
- Annual leave entitlement for a full-time employee is 244.2 hours including public holidays. This is based on a full-time employee working 37-hours per week. Annual leave is calculated pro-rata for part-time employees. Based on a 20-hour flexibly worked week annual leave entitlement for this post is calculated to be **132** hours.
- There is a contributory pension scheme which eligible employees will be auto enrolled. Details of contribution rates will be provided on request. Lay Employees who do not meet auto-enrolment criteria are eligible to join the scheme subject to certain provisions.
- All reasonable and agreed expense will be reimbursed.
- Appointment will be conditional on and subject to:
 - o Receipt of satisfactory references.
 - o A satisfactory enhanced disclosure from the disclosure and barring service (DBS).
 - o Completion of a satisfactory probation period of 6-months.

Management:

The Lay Employee will be appointed a Line Manager whose responsibility it will be to:

- Become familiar with the work of the Lay Employee.
- Determine priorities for the work.
- Monitor and evaluate progress and any training and development needs with the Lay Employee, offering necessary encouragement and support.
- Ensure good and consistent communication lines between all involved stakeholders.
- Act as a "sounding board" to the lay employee.

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| | Essential | Desirable | Method of Assessment |
|---|-----------|-----------|----------------------|
| Education & Training | | | |
| A recognised Biblical, theological, or missional qualification or demonstrate significant and relevant experience of working with churches in mission and outreach. | Yes | | A, I |
| Specialist Knowledge, Skills & Experience | | | |
| Able to demonstrate excellent organisational skills. | Yes | | A, I |
| Computer literate. Able to use Microsoft packages and comfortable using different social media platforms effectively. | Yes | | A, I |
| A prayerful disciple with good knowledge of the Bible and how to relate this to daily life within a church & community setting. | Yes | | A, I |
| Experience of motivating, training, and coordinating volunteers. | | Yes | A, I |
| Able to work collaboratively as part of a team in ministry, knowing when to work alone and when to seek support. | Yes | | A, I |
| Experience in providing pastoral care to a range of people across their life stages. | Yes | | A, I |
| Experience in promoting an individuals' faith development and growth as Christian disciples, in both 1-1 and group settings. | | Yes | A, I |
| Flexibility of approach to deal with ordained ministers, lay staff, volunteers, and members of the community, with a high degree of emotional intelligence. | Yes | | A, I |
| Experience of delivering church development projects including setting up new groups/clubs/organisations. | | Yes | A, I |
| Knowledge of addiction, trauma, dementia, and behavioural challenges related to physical and mental health and the benefits of positive spiritual health and wellbeing. | | Yes | A, I |
| Special Qualities or Aptitudes | | | |
| Able to express faith naturally and authentically and in ways that are appropriate, accessible, and sensitive to the situation applying biblical and theological understanding. | Yes | | A, I |
| The capacity and ability to develop and maintain open and healthy person, professional, and pastoral relationships. | Yes | | A, I |

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| Able to develop practice through being a reflective practitioner, aware of personal strengths and weaknesses, the potential for self-development and the benefits that this can bring. | Yes | | A, I |
| Able to listen and articulate sensitive and considerate responses to disagreement and conflict. | Yes | | A, I |
| Open to developing their personal ability as someone who can lead people in aspects of worship, whilst growing in their own discipleship through scripture study and faith learning. | Yes | | A, I |
| Any Other Requirements | | | |
| Able to work collaboratively and build professional and effective relationships with a wide range of stakeholders. | Yes | | A, I |
| In accordance with the Equality Act 2010 it is an occupational requirement the successful applicant is a practising Christian. | Yes | | I |
| Willingness to understand and engage with Methodism and be subject to its discipline. | Yes | | I |
| Demonstrate awareness of, and sensitivity to, issues of Equality, Diversity, and Inclusion (EDI) and a commitment to the unique value of the individual in all aspects of the church's life. | Yes | | I |
| An understanding of the importance of and a commitment to adhere to Methodist policies around GDPR and data protection. | Yes | | I |
| Commitment to continue professional and personal development and to undertake relevant training where it is identified by your line manager to be appropriate including, Advanced Safeguarding, Unconscious Bias, and EDI. | Yes | | I |
| Satisfactory enhanced disclosure from the Disclosure & Barring Service. | Yes | | DBS application |

- A Application form
- I Interview
- W Written Exercise
- P Presentation
- G Group Exercise
- Q Proof of Qualification

Disability:

Please let us know if you require adjustments making at any stage or to any aspect of the application process or provide us with any information that you feel relevant whilst we consider your application. If you are selected for interview, we will ask if you have any access needs or if you require any reasonable adjustments to be made for the interview.

Please be assured that we will be supportive in discussing reasonable adjustments at all stages of this recruitment process. If you have any questions about the way that we are working, please do not hesitate to contact hr@sheffieldmethodist.org

Entitlement to work in the UK:

Any job offer will be conditional, subject to confirmation that you are permitted to work in the UK in accordance with the provisions of the Asylum and Immigration Act 1996. You will be asked to provide evidence of your entitlement to work in the UK should any an offer of employment is made.

Experience, knowledge, skills, and abilities:

The person specification lists minimum requirements for this post. When shortlisting, the selection panel will only consider information contained in your application form and assess this against the person specification.

References:

Any job offer will be conditional, subject to the receipt of satisfactory references. One should be from your current or your most recent employer, the second from a previous and relevant work experience. It is important that both referees are able to comment on your suitability to the role.

Criminal convictions:

Anyone who applies to work with us will be asked to disclose details of unspent convictions during the recruitment process. Having a criminal record does not necessarily bar you from working for us however this will depend on the type of job that you have applied for and the nature of the conviction.

Data Protection:

The information provided on the application form will be held in the strictest confidence. We process this information in line with our privacy policy. If you are successful in your application the information will be used to administer your employment with us. By completing and signing the accompanying application form we assume that you agree to the processing of your data in accordance with our privacy policy.

Equality, Diversity, and Inclusion:

Our aim is to have a workforce that reflects the diversity of talent, abilities, and skills drawn from across our community. In line with the Equality Act 2010, we will monitor the composition of our workforce to ensure it is representative and that staff are treated equally and fairly. Recruitment will be made solely on the basis of the applicant's abilities and individual merit as measured against the criteria for the job.

Other Policies:

We have a range of policies and processes in place to protect you, to protect us and to safeguard those who use our services. Should a conditional offer of employment be made you commit to work within and actively promote these at all times. They include, but they are not exhaustive to. Health & Safety, Data Protection, the General Data Protection Regulation, Information Governance, Safeguarding, Performance Management, EDI Safeguarding and a range of Personnel and Financial Processes.