



THE CHURCH  
OF ENGLAND

**Diocese of St Edmundsbury  
and Ipswich**

Role description signed off by: Archdeacon of Suffolk

Date: Oct 2021

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

<b>1 Details of post</b>	
Role title	Vicar
Name of benefice	Woodbridge St John and Bredfield St Andrew
Deanery	Woodbridge
Archdeaconry	Suffolk
<i>Initial point of contact on terms of service</i>	Archdeacon of Suffolk, The Ven Jeanette Gosney

<b>2 Role purpose</b>
<b>General</b>
To share with the Bishop both in the cure of souls and in responsibility, under God, for growing the Kingdom in this benefice.
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 together as the Vicar 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 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 congregation.
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 and the wider deanery
<b>Schools</b>
To work closely with the local schools. The diocese is committed to working with both community and church schools and this should be seen as a key part of the priest's role.
<b>Specific tasks and responsibilities</b>
Develop and exercise a local episcopal oversight role, providing appropriate leadership and working collaboratively with the ministry team and administrative staff 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 participation in services; identify and develop people's talents.
Share 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 both parishes in the benefice, including involvement with ecumenical initiatives, and to engage actively with Churches Together in Woodbridge.

<b>3 Key contacts</b>
<b>Generic</b> The PCCs The Deanery Chapter & Synod The Church Wardens The Rural Dean and Lay Chair
<b>Specific</b> Ordained and lay colleagues (those holding the Bishop's licence, office holders and administrative staff) Churches Together in Woodbridge Just 42 Transition Woodbridge The Group Ministry
<b>Aspirational</b> Fairtrade Woodbridge

Wider community links and organisations in Bredfield
<p><b>Supportive</b>  The Archdeacon of Suffolk, 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  Archdeacon for Rural Mission/Leader of Lightwave Community</p>
<p><b>Patrons</b>  The Lord Chancellor  The Church Patronage Trust (CPAS)</p>
<p><b>Role context and any other relevant information</b></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>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>

<b>4 Benefice Summary</b>	
<b>Parishes</b>	Bredfield St Andrew Woodbridge St John the Evangelist
<b>Churches</b>	Bredfield : St Andrew : Grade II* Woodbridge : St John the Evangelist : Grade II
<b>PCC</b>	The PCCs seek to work together, to be supportive and effective in mission and growth.
<b>Schools and Colleges</b>	Woodbridge Primary (just outside the parish, good connections) The catchment areas of local schools is currently under review.
<b>Churchwardens</b>	Bredfield : St Andrew x 0 Woodbridge : St John the Evangelist x 2
<b>Ministers</b>	PTO clergy x2 Assistant Priest SSM x 1

	Reader x 2 PTO Reader x1 Lay Elder x 1
<b>Buildings</b>	Bredfield St Andrew : The Church Room Woodbridge St John : The Church Hall, The Old Vicarage, plus two residential properties – one occupied by the Children and Families worker, and one let out.
<b>Churchyards</b> (Open or closed)	Bredfield : St Andrew : Open Woodbridge : St John the Evangelist : Closed
<b>Population</b>	Bredfield : 340 Woodbridge St John : 1575
<b>Average Sunday Attendance</b>	Bredfield : St Andrew : 15 Woodbridge : St John the Evangelist :110
<b>Parish Share</b>	2020 £88,527 100% 2019 £88,527 100% 2018 £88,527 100%
<b>Expenses</b>	Reimbursed in full
<b>Resolutions</b>	None
<b>Church Tradition</b>	St Andrew's Bredfield: central village tradition St John's Woodbridge: open evangelical, gently charismatic
<b>Pastoral re-organisation</b>	None currently anticipated
<b>Presence of other Christian denominations</b>	Methodist, Baptist, Salvation Army, Roman Catholic, FIEC (Evangelical), Quakers Bredfield Free Chapel
<b>Presence of other faith communities</b>	None