

**APPOINTMENT OF  
CHURCH GROWTH OFFICER FOR  
HERTFORDSHIRE  
(PART-TIME: 0.5 FTE)**



**February 2019**

<https://www.stalbans.anglican.org/hope>

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# Introduction



**By the Rev'd Canon Tim Lomax, Director of Mission and  
the Rev'd Kate Peacock, Senior Church Growth Officer**

Dear Candidate

Welcome to the information pack for the 0.5 FTE Hertfordshire Church Growth Officer post in the St Albans Diocese. Thank you for your interest.

This is an exciting time to be participating in God's mission across the Diocese. Our vision is to be a diocese Living God's Love with generosity, joy, imagination and courage. We are committed to enabling each local church and every Christian to go deeper into God, make new disciples of Christ and transform communities. To be a growing church of mission our goal is to create a vibrant church of traditional modes and fresh expressions .

The aim of this post is to catalyse spiritual and numerical growth in the benefices of Hertfordshire alongside the Senior Church Growth Officer, through provision of support, training and strategic input that enables the effective implementation and resourcing of parish Mission Action Plans.

Working as part of a committed and talented group of colleagues within the Mission Department, our new post-holder will play a key role in inspiring and enabling church growth. The 0.5 Church Growth Officer will form part of the Church Growth Team within the department, along with the Senior Church Growth Officer (full time), Bedfordshire Church Growth Officer (0.5) and a part-time Administrator (0.6).

In support of our new diocesan Reaching New People (RNP) Project, the Church Growth Officers will also collaborate with the RNP Team to help churches reach new people in new ways by prioritising fresh expressions and other missional forms of church.

If you are also interested in other 0.5 posts the diocese is currently advertising, please do get in touch for a conversation.

If you have the skills and experience required and share our passion for this work then we very much hope you will apply.

With best wishes

Rev'd Canon Tim Lomax

Rev'd Kate Peacock

## The Diocese of St Albans

The Diocese of St Albans consists of the counties of Hertfordshire and Bedfordshire and part of the London Borough of Barnet. The population is approximately 1.8 million, and the total electoral roll number is approximately 32,000. The Bishop of St Albans has overall responsibility for the Diocese. He is assisted by two suffragan bishops, the Bishop of Bedford and the Bishop of Hertford, who in turn are assisted by the Archdeacons of St Albans, Bedford and Hertford.



There are twenty deaneries and the Diocese has 336 parishes, of which about one third are rural, 201 benefices, 400 churches, 269 stipendiary clergy, 60 non-stipendiary clergy, 232 clergy with Permission to Officiate and 264 Lay Readers. There are 136 Church Schools and Academies in the Diocese.

Living God's Love is the vision of the parishes, church schools and chaplaincies across Hertfordshire, Bedfordshire, Luton and Barnet. This vision is grounded in our love of God and love of neighbour flowing from God's love for us. We are Living God's Love by:

*going deeper into God transforming communities making new disciples*

And with:



## The Diocese of St Albans Continued ...

The Diocesan Synod is the elected decision-making body of the diocese and the Bishop's Council as the Standing Committee of the Synod has a key role in formulating diocesan policy.

The statutory work of the Church and support to the parishes is provided by the staff of the Diocesan office, located in Holywell Lodge in St Albans.

They work in four main teams responsible to three separate bodies which report to the Bishop's Council and are ultimately accountable to Diocesan Synod:

The Board of Finance

The Board of Education

The Board for Mission and Ministry

The Mission Department reports to the Board for Mission and Ministry.





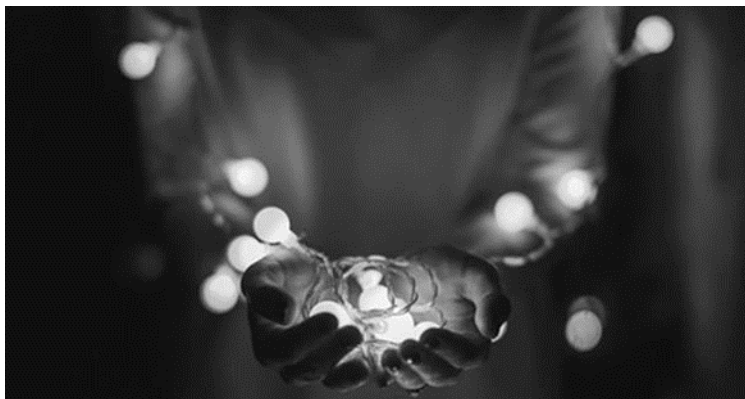
## Background

During the last five years, the St Albans Diocesan Vision, 'Living God's Love', has brought fresh focus and energy to the mission of our diocese, encouraging us to go deeper into God, transform communities and make new disciples.

An evaluation of 'Living God's Love' showed that whilst progress has been made, a major challenge continues. Almost all indicators of attendance in the Diocese of St Albans have dropped by around 10% in the last five years, even though our population has grown by 10% during the last 10 years. Engagement with children and younger people is worryingly low – e.g. only 0.4% of 18-25 year olds are attending our churches (not including fresh expressions of church or Soul Survivor).

In response we are aiming to stimulate growth and create a vibrant church in two main ways:

1. Making 8000 new disciples of Christ by developing fresh expressions of church and equipping leaders – through the Reaching New People project.
2. Promoting growth through the Church Growth Officer posts (2.0 FTE) by enabling our inherited or traditional modes of church to engage more actively in mission – principally through the development of Mission Action Plans that are intentional about mission and through the coaching of church leaders.



## The Post of the 0.5 Hertfordshire Church Growth Officer

### **Purpose**

The aim of this post is to catalyse spiritual and numerical growth in the benefices of Hertfordshire. The person appointed will provide support, training and strategic input that enables the effective implementation of parish Mission Action Plans that reflect all parts of our diocesan vision 'Living God's Love' that aims to see us go deeper into God, transform our communities and make new disciples.

### **Employer**

St Albans Diocesan Board of Finance.

### **Line Manager**

Senior Church Growth Officer.

### **Team**

The Church Growth Officer will form part of the Flourishing Churches Team within the Diocese Mission Department serving the Board for Mission and Ministry which includes the following ministry areas - mission and evangelism, mission action planning implementation, church growth training, social justice, children, young people, interfaith, mission support grants, stewardship and fresh expressions of church.

### **Area of Work**

The appointee will work across Hertfordshire (alongside the SCGO) and will form part of a local mission enabling team, working in collaboration with the archdeaconry FX Development Officer, rural deans, archdeacon and coordinated by the suffragan bishop.

The Church Growth Officer will work alongside the Church Growth Officers for the Bedford Archdeaconry and the Senior Church Growth Officer. We are eager for the Officers' gifts, skills and experience to complement each other.

### **Main Responsibilities**

Each year, through regular and intentional engagement, the person appointed will work with a minimum of eight benefices across the archdeaconry. (Benefices will be identified in consultation with the Bishop and the Archdeacon). The outcomes that will be worked towards are:

- Facilitation of Mission Action Plans planning for Parish Teams.
- Support with the process and implementation of locally contextualized Mission Action Plans that encourage growth in all aspects of 'Living God's Love'.

## The Post continued ...

- A 12-14 month program of engagements with 4 to 5 interventions working through mission objectives. This longer term approach includes holding parishes to account with their actions and being a 'critical friend'.
- In addition, the CGO will work towards the establishment and facilitation of a learning community for parish teams of lay and ordained leaders that enables mutual learning and sharing of good practice between parishes. Learning community facilitation uses coaching techniques for which training will be provided as necessary.
- Effective development of Christian giving in parishes that links vision and plans with giving of time and funding that in turn enables the implementation of MAPs.

In addition to this intensive engagement with a limited number of benefices, the person appointed will, alongside their colleagues, monitor the effectiveness of Mission Action Plans and provide targeted termly workshops to enable parishes, benefices, deaneries and chaplaincies to develop further mission-focused goals. These will include, amongst others, the use of nurture courses that develop discipleship, the use of stewardship resources such as the Parish Giving Scheme that helps churches grow their giving for mission, and the development of work that releases lay people of all backgrounds fully to engage in the vocation and ministry to which God calls them.



## The Person Specification

The successful candidate, lay or ordained, will have:

- A mature Christian faith with a passion for mission and a committed involvement in the life of a church.
- Experience of mission and church growth, and a clear understanding of strategic planning.
- A commitment to Mission Action Planning, the Living God's Love vision for mission and growth within the Diocese of St Albans, and the blended economy of traditional and new forms of church.
- Experience of inspiring, encouraging, resourcing and motivating others.
- An ability to get on with people from a wide range of backgrounds and to work effectively with people across the range of Anglican traditions.
- Proven experience of being able to work towards the achievement of measurable outcomes.
- An understanding of theory and practice regarding the nurturing of disciples in traditional and new forms of church.
- Understanding of how Christian giving links to the development of vision for churches' growth.
- An appreciation of the missional context of today and the diverse contexts across the diocese.
- The ability to work as a team player with demonstrable skills in collaboration and shared leadership.
- The ability to work independently in handling a diverse workload and keeping to deadlines, with a 'can do' attitude, at ease in fluid and flexible contexts.
- Good listening skills - theologically reflective and with the ability to be a critical friend of all forms and traditions of church..
- The ability to communicate effectively both orally and in writing and to use information technology and social media to support their communications.
- Competent administration and budget-managing skills.
- Experience in organising, facilitating and leading training.
- The ability to be able to visit parishes and attend meetings throughout the diocese.
- Experience of or willingness to learn coaching techniques.

## Terms and Conditions

**Status:** The Church Growth Officer will be an employee of the St Albans Diocesan Board of Finance.

**Hours:** The CGO will work a minimum of 17.5 hours per week, with working times varying according to the needs of the work. Weekend and evening working will be required, along with overnight stays at residential events. The post will involve a flexible approach to working hours. No overtime is paid.

**Associated Work:** You must not be associated in any capacity with a business that carries out work of a similar type to the Board's, without the Board's prior written approval.

If you choose to take up additional employment outside your normal working hours, this will be accepted by the Board unless such additional employment is felt to have an adverse effect on the performance of your normal duties with the Board. It is your responsibility to notify the Board in writing of other employment.

**Salary:** The post is offered at a salary of £40,579 (pro rata). Salaries are reviewed each year in July.

**Pension:** A clergy appointee will be enrolled with the Church of England Clergy Pensions Scheme. A lay appointee will be enrolled in a pension with the Church of England Pensions Board, to which the Board contributes 25% of salary.

**Term:** The appointment will be based upon a probationary period of three months during which it may be terminated in the first month by either party by one week's notice, in the subsequent months by one month's notice and thereafter by three months' notice on either side.

**Place of Work:** The CGO will have access to a hot desk at Holywell Lodge, the diocesan offices. The person appointed must be willing and able to travel around the diocese as the work requires.

**Expenses:** All mileage and other agreed expenses will be reimbursed at the diocesan rate (currently 45p per mile).

## Terms and Conditions

**Administrative Support** Administrative support for the CGO will be provided by the part time Church Growth Administrator based at Holywell Lodge.

**Holidays:** Annual leave entitlement is 22 working days (pro rata) plus statutory Bank Holidays and the working days falling between Christmas and New Year bank holiday and one day in November or December for Christmas shopping. A day in lieu is granted where it is necessary to work on a Bank holiday.

**Ongoing Development:** The Diocese of St Albans takes its commitment to ongoing development of staff very seriously. Each Church Growth Officer will participate in an annual iMAP (individual Mission Action Plan) review which will help highlight learning and training requirements. There is an expectation that each Officer will complete the 3D Coaching Transforming Conversations 4 day coaching course, if not completed already.

This post is offered subject to an Enhanced DBS (Disclosure and Barring Service) check. The successful applicant will need to provide proof of right to work in the UK before taking up the post.

More detailed information on terms and conditions for diocesan staff can be found in the Staff Handbook.

## How to apply for this Post

To apply for this post, please send the completed application form and the names and addresses of two referees to

**The Diocesan Secretary  
Holywell Lodge,  
41 Holywell Hill  
St Albans  
AL1 1HE**

or via email: [diosecpa@stalbans.anglican.org](mailto:diosecpa@stalbans.anglican.org)

References may be taken up before interview. Please indicate if anyone may not be approached at this stage.

Closing date: **Wednesday 27 February 2019, 12 noon**

Interviews: **Wednesday 13 March in St Albans**

Candidates will be asked to give a 5 minute presentation on the following—as a Church Growth Officer, how would you ensure the effective implementation of a Mission Action Plan that catalyses spiritual and numerical growth in a rural benefice in which hope of growth has dwindled.

For an informal conversation about the post you are invited to contact either:

The Senior Church Growth Officer—The Rev'd Kate Peacock on 01727 818153 or [e-mail](#)

Or

The Bishop of Hertford—The Rt Rev'd Dr Michael Beasley on 01438 817260