

**Person Specification** **- Bishops’ Adviser for Licensed Lay Ministers**

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| **Attributes** | **Essential** | **Desirable** |
| **Christian Commitment** | * A deep and growing faith in Jesus Christ with a mature spirituality. * A familiarity with, understanding and appreciation of, and willingness to work with, the different traditions of worship and ministry within the Church of England. | * A licensed lay or ordained minister in the Church of England. |
| **Theological Grounding** | * Theological understanding of ministry generally, and lay ministry in particular. * Well-developed ability as a theological reflector. * An informed theological (as well as practical) understanding of safeguarding and wellbeing in the church. * Sympathetic and supportive grasp of the differing ministries inhabited by Pastoral Workers and Readers. * Able to articulate what is distinctive about lay ministry and its role in the over-arching ministry framework of the diocese. * Commitment to the ministry and calling of all God’s people in a variety of lay and ordained roles, inside and outside the church. | * Strong grasp of Anglican ecclesiology. |
| **Qualifications and Training** | * A good honours degree, preferably in theology or a related subject, which is acceptable to the University of Chester for obtaining approved tutor status. | * A higher degree. * Relevant training for licensed or ordained ministry. |
| **Experience and skills** | * Proven experience of successfully exercising or developing lay ministry. * Committed to collaborative ministry, with a proven ability to work well as a team member. * Experience in adult education or ministerial training. * An understanding of the complexities and tensions of holding together a priority for ministerial formation with an academic programme of study. * Able to manage expenditure within an agreed budget. * Able to communicate effectively in different media with people from a wide range of backgrounds. * Proven ability to work with others on detailed work involving planning, process and organisation, including working to specific deadlines. * Ability to navigate difficult conversations. * Efficient with administration and competent in IT (including the MS Office suite). * Able to work independently in handling a diverse workload and in keeping to deadlines. * Strong verbal communications skills and ability to produce clear written records and reports. | * Either a licensed lay minister (Reader or Pastoral Worker) or with experience of effective supervision of licensed lay ministers. * Previous experience of tutoring/teaching in an adult education or ministerial training environment. * Experience of inspiring and working with volunteers. |
| **Personal Qualities** | * Evident commitment to their own growth, development, and learning. * Approachable and with a good sense of humour. * A person of integrity. * A good communicator – including excellent listening skills. * A combination of creativity and ability to handle and manage process and detail. * A proven ability to develop and sustain effective relationships at all levels both inside and outside the Church. * A proven ability to maintain the highest standards of confidentiality. * An ability to work under pressure and in an undefended manner. * An encouraging team player. * Flexibility. | * Evidence of continued learning and development |
| **General** | * Full driving licence and access to a car. |  |

This post is open to either lay or ordained persons.

There is an Occupational Requirement that the post holder is a practising Christian, in accordance with the Equality Act, 2010. August 2023