

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

|  |  |  |
| --- | --- | --- |
| **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.
* Relevant training for licensed or ordained ministry.
 | * A higher degree.
 |
| **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.
 |  |

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