



ASSOCIATE MINISTER
St John's Crawley
stjohnscrawley.com



Role Description – Associate Minister

Background on St. John's Church, Crawley

Who we are: St Johns Crawley is growing and vibrant HTB Network Resource Church in the Diocese of Chichester.

In September 2017, Steve and Liz Burston led a small team from St Peter's Brighton with a heart to honour the past, navigate the present and rebuild for the future; while playing their part in the HTB Vision of re-evangelization of the nations, the revitalization of the church and the transformation of society.

The adventure has continued in November 2021, as we seek to revitalise St Richard's, Three Bridges, and St Peter's, West Green as part of our family of churches in Crawley.

The vision remains the same for St Johns to Love Jesus, Love Church, Love People and Love Crawley. Although, like many, the past few years have been challenging, St John's has emerged with new life and vision, celebrating 14 baptisms this Easter and casting a new vision alongside the Church Commissioners, The Diocese of Chichester and HTB for Crawley and the surrounding area.



Our mission: Our mission is bigger than any individual task but together our work contributes to the bigger picture. As a Christian organisation our faith is an integral part of our working culture. Each member of staff plays a key role in contributing to our vision.

Role Description

Role Title	Associate Minister
Team	Clergy
Location	St. John's Church, Crawley
Responsible to	Vicar

Role description

Main purpose of the role

We are so excited to be looking for a new Associate Minister, who feels God calling them to Crawley to join our team. This appointment represents a significant moment in the life of St John's - as we prepare for a further Strategic Development Fund (SDF) grant that will enable a further upscaling of St Johns as a Resource Church, seeking to move into a new space for the contemporary worship services (we are currently full in the historic Church building), launch a new character development year and revitalize two new Churches in Crawley. The next season is one of opportunity and challenge as we re-imagine and plan together and for what this might look like for St John's and Crawley. Key to this re-imagining is the appointment of an Associate Minister before any further staff are employed.



Life at St John's Crawley

Worship

- 9am Communion with more traditional hymns and liturgy (50-70 people)
- 11am – Family service, with up to 150 people (including 20-30 children and young people), gathering for worship and teaching
- 6pm – Informal service, with 60-70 people attending

The overall regular worshipping community of St John's is 250-300 (not including a large fringe). We have growing and active children and youth ministry and a mid-week Eucharist.

Evangelism

We run Alpha three times a year in Crawley, sometimes partnering with other Churches, where we see 20-30 people attending. We also run the Bereavement Course, Parenting and Marriage Courses once a year as outreach opportunities. The new SDF grant will include funding for a post of an evangelist, whose role will be to nurture the culture of evangelism across the church and to seek to make us more outward looking. The Associate Minister will line manage this post.

Discipleship

Deep transformative change matters to us at St John's. As a result, we run a 'Way of Jesus' course that follows Alpha, and seeks to take people deeper as we look to be with Jesus, become like Jesus and do what Jesus did. We have used much of the material from John Mark Comer and from KXC. We also have Mid-week Huddles that meet during the week for fellowship, bible study, prayer, and service. Over 110 people are currently in Huddles. Groups meet all around Crawley, including in some nearby towns. Also at St John's we encourage Pattern Groups, which are 3-4 people from the same gender who gather to go even deeper into spiritual disciplines such as prayer and fasting, hospitality or silence and solitude.

Social Action

Through the pandemic we established a coordinated approach under the umbrella of Love Your Neighbour. Currently this has over 100 volunteers from 28 churches working in areas of listening, food provision, debt advice and pastoral care across Crawley. We have also opened a Town Centre Hub alongside the local foodbank. Alongside the Love Your Neighbours initiatives, we run a house for those recently released from prison, an award-winning Bridge Café that seeks to reach out to Armed Forces Veterans, those on probation, the isolated and lonely, and vulnerable mums. Part of the SDF funding will enhance this ministry with social outreach projects at the two new Churches.





Staff, Curates and Apprentices

There is a growing paid and unpaid staff team at St Johns.

Currently, Rev'd Sam Buck is beginning his third year of training and heads up our Kids and Youth Ministries. In July we welcome Rev'd Charlotte White and Rev'd Will Kane as first year curates. The Associate Minister will help the Vicar in the development/training and mentoring of the three curates. There is also a curate who will join the team in 2023. We also hope that we will have an Ordinand beginning this year.

Apprentices

This year we have had 8 apprentices working alongside the staff team across a range of ministries. Building on this we have developed a character development year that through SDF funding will launch this September. It is anticipated that the Associate Minister will have apprentices under their supervision.

Duties and key responsibilities

This is a role of significant responsibility. The main elements of the role are:

At St Johns though not exclusively so, the role will be focused day-to-day (including on most Sundays) with the St John's community – especially in relation to service leadership, preaching and teaching, administration, discipleship, pastoral care and focal community leadership. Managing our St John's 'Sunday' welcome teams, events and processes.

Discipleship (both at St Johns's and across any future single Parish)

- Taking our church on a journey from a welcoming church to a disciple-making church
- Developing a holistic inter-generational vision for pastoral care and discipleship
- Helping develop discipleship programs, including small groups, mentoring, discipleship resources, courses and materials
- Being faithful in prayer and enabling others to grow in their own prayer lives
- Clergy lead on baptism prep and follow up; developing team and supporting this ministry.

Welcome, Hospitality and Pastoral Care

- Bring vision, lead, enable and grow the Pastoral Care team
- Help us to grow as a loving and welcoming church, from first visit to end of life
- Make pastoral connections between mission / evangelism and church life (especially around the 'next steps' after courses)
- Overseeing home visiting and home communions
- Overseeing other pastoral care initiatives
- Review and lead the bereavement team

Wider Community

- Take one of the ex officio governor roles at one of our church primary schools
- Take a share of all the occasional offices and maximise the missional opportunities
- Participate in the life of the town as a visible clergy presence, including some civic ministry
- To support a wider revitalisation agenda across the surrounding area



Line Management

- Help lead our staff team to remain close knit, cohesive and effective
- Line management of direct reports from our staff team
- Motivating and aligning with our vision
- Managing priorities and workload
- Ensuring links with key lay leaders, including churchwardens and treasurer



Working alongside the Vicar

A key question for any Associate role is how it will function alongside the Vicar's role. In any effective working relationship one role speaks to another, much is shared and developed together; the importance of teamwork, open communication, trust and loyalty (on both sides) is vital. To enable this clarity and alignment are important; this section aims to outline the way we see the partnership being set up to flourish.

The Vicar's role

- Overall leadership responsibility as Incumbent
- Vision casting, establishing and protecting culture and values
- Strategic development and supporting wider resourcing strategy within the Diocese of Chichester
- Establishing the church in new contexts
- Strategic missional perspective
- Oversight of leadership development
- Responsibility for the development of strategic networks
- Oversight of line management of clergy and staff team



The Associate Minister's role

- Focused day-to-day primarily with the St John's community
- Bringing vision and growth to St John's
- Cultivating and protecting vision, culture and values
- Oversight of pastoral care
- Welcome and hospitality
- Mid-week communion
- Line management of some staff
- Sharing in occasional offices

Your wellbeing matters to us

We are committed to being a caring community where clergy are valued, where they feel heard and where their wellbeing is taken seriously.

We would like to work with you to ensure you establish and sustain healthy rhythms and boundaries in your ministry among us. In the light of the insights from How Clergy Thrive (CHP: 2020), we would want to explore with you what it is you need to achieve this and what we, as a parish, can do (alongside the wider diocesan team) to support you. We currently enable our stipend clergy to take 3 days paid retreat time per year which can be taken either together or separately. We are also active in supporting their wider leadership development and working with them to ensure they receive quality pastoral supervision.

Person specification

Role title: Associate Minister

Character, Spirituality, and gifting:

- a pastor / teacher who will nurture and establish the church in the vision God has called us to pursue
- deeply rooted in the scriptures and a gifted preacher

- Godly in character, mature in their faith; proclaims Jesus as Lord
- makes disciples and cultivates a loving and spiritually mature network of relationships and community
- born from their own prayer and devotional life; leads others in waiting upon the Lord in worship and prayer
- responsible, loyal and trustworthy
- actively raises others up in developing their gifting
- thrives in leading and delivering training for individuals and teams to create and release new missional capacity
- excited by the development of a dynamic and revitalisation agenda
- Ministers in the power of the Spirit with the ability to lead across traditions
- spiritually discerning and pastorally sensitive; an active and skilled listener
- enjoys being with others and exercises the ministry of hospitality
- committed to pursuing social transformation through the mission of the church
- maintains a healthy balance between ministry, rest, family and friends

Leadership skillset:

- an inspiring, capable and dynamic leader
- leads by example; impactful; creates the conditions for the church to grow
- settled and 'at ease' in leading from the second chair
- strategic leadership within areas of responsibility
- mobilises and empowers teams, delegates effectively, identifies training needs
- intuitive and capable in self-direction; gains traction around a task quickly
- flexible and resilient with the ability to manage boundaries, conflict and deal with challenging situations
- an inspiring and conscientious line manager / mentor / pastoral supervisor
- brings emotional intelligence and cohesion in a team environment
- experience of / understanding of the principles of organisational change
- secure, effective and stable leader within a fast-paced youthful team
- sustains leadership, resources themselves well with good supervision, self-care and rest
- professional and reliable in administration with excellent organisational skills
- clear and effective communicator



Who are we looking for...

- a leader who is a great team-player and can shoulder a substantial workload.
- Someone who understands the nuances of second-chair leadership and is 'at ease' in leading from this perspective
- a teacher / pastor at heart who can lead growth in the church
- someone passionate about releasing ministry and equipping others to (both new and long-term Christians) grow deeper in their faith and calling.



Who are we not looking for...

This post is probably not for you if you are:

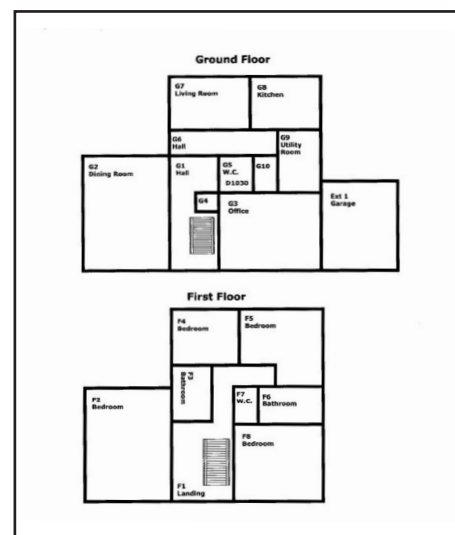
- Wanting to reshape a whole-church vision.
- A leader who is looking to have the final say in all decisions – this is a leadership role with substantial autonomy within its specified areas, but the role will only work if that leadership is exercised in harmony with the rest of the team.
- Looking for a training post (perhaps akin to a second curacy) – this is a substantial role with significantly higher levels of responsibility than a curacy.

Housing

Peterhouse is a detached family residence with four bedrooms located in Crawley, West Sussex.

The property, which was constructed around 1938, has seven habitable rooms, a large kitchen with a separate dining room, and two bathrooms. To the front of the property is a tarmac driveway with mostly laid to lawn to the rear.

The floor area of the property is 244m² (2620 sqft).



Summary

The role of Associate Minister at St John's comes at a genuinely exciting time in the life of the church, as we grow in our ministry and mission, in Crawley and beyond. Crawley is a great place to live and minister and our church community is praying for this post and looking forward to welcoming our newest clergy team member.

If you believe this might be where God is calling you then we would love to hear from you. We are praying for you.

As per the Key Information section, the deadline for applications is: 6th June 2022, 12pm

Please email your completed application form to: applications@chichester.anglican.org

If you would like an informal conversation, please contact Steve Burston at steve@stjohnscrawley.com or (01293) 522692

