

All Souls Church, Langham Place
2 All Souls Place, London W1B 3DA
Tel: 020 7580 6029
Website: www.allsouls.org

Our Vision - 'All for Jesus'

Job Description – Minister (Ministry Trainees)

1. All Souls Today

In the heart of London's West End, All Souls is a conservative evangelical Anglican church with a large and diverse congregation. We seek to use our rich inheritance, our exciting location and our diverse membership to cooperate with God in the extension of His Kingdom. This is reflected in our church vision, mission and values:

Mission Aims:

Proclaiming the biblical gospel in our preaching and by the way we live across our networks to reach London to reach the world

Building a community of grace in the heart of London which is a safe place that welcomes all into a family of forgiven sinners

Growing and teaching disciples who are equipped as women and men to teach the word of God and live all of their lives for Christ

Impacting our culture by listening to the world and bringing the wisdom of the Bible to all areas of human life and God's creation

Loving one another and our city by showing the love of God to all in practical ways, seeking justice and bringing gospel hope in all situations

Serving the wider church by listening and learning from others as we share people, skills, teaching and creativity

Values:

Prayerful - in our dependence on God and faithful to Jesus as we are led by his Spirit.

Humble - in the way we serve one another and seek the Father's will.

Faithful - in our obedience to God's radical Scriptures

Thankful - for the forgiveness of sins and God's gracious provision in all things

Generous - in using our money and time as we daily give away ourselves

Courageous - as we speak out for truth and live radical lives that glorify Jesus

Creative - in the way we explore every means to further the gospel

All Souls (pre-covid) welcomed a total of over 1,500 people to its morning and evening services each Sunday with a core membership of around 1,200. During the pandemic we have provided weekly online services and added 500 'friends' of All Souls. The membership is made up of around 60 nationalities and, whilst a significant group would be in their 20's and 30's, we have a wide spread across all age ranges, including active student, children, youth and families work.

Part of the nature of being a church in the centre of a fast-moving capital city is the constant turnover of the congregation. Within a three year period, perhaps as many as 60% of the congregation will have moved on. We see this as a great opportunity, as people go from All Souls to many parts of the world. However, it also presents challenges in terms of building teams of people equipped to serve the church body and in terms of caring well for people pastorally.

For further information about the whole range of All Souls activities and the staff team, please refer to our website: www.allsouls.org

2. The Role

As part of the Ministry Team operating under the direction of the Rector, the Minister (Ministry Trainees) will be line-managed by a member of the senior team. The Minister (Ministry Trainees) will be responsible for:

Organising and overseeing the Ministry Training Scheme. This will include:

- Recruitment of ministry trainees in conjunction with other ministry team members
- Providing leadership of the scheme
- Deliver training and giving input into the training programme
- Overseeing the mentoring of trainees
- Developing and inputting into the spiritual formation of trainees
- Overseeing the budget and finances of the scheme

This role also includes:

- Leading services, participating in the life of the staff by attending meetings and staff prayer groups, preacher's breakfast, Sunday duties, prayer gathering and anything else at the discretion of the Rector.
- The Minister (Ministry Trainees) is expected to play a full part in the life of the staff team and the church.

3. The Person

We are looking for someone who is:

- A committed conservative evangelical Christian in full sympathy with the aims and values of the ministry of All Souls Church, having a supreme regard for scripture and a biblical understanding of holistic mission.
- A hard worker with a servant heart seeking to live a life of Christian integrity.

- Able to relate to people from a variety of different cultural backgrounds and age groups.
- Both a good team player willing to seek advice and able to lead.
- Experience and gifting in pastoral care, including insight into the issues faced in full-time pastoral care work.
- Experience and gifting in Bible teaching, including the ability to teach interactively and develop critical thinking in trainees.
- Formal theological education/training with a biblical understanding, conversant with a wide range of views yet holds to a consistent and strong Biblical framework.
- Able to develop, initiate and implement new ideas.
- Proven track record in discipling and developing others.
- Able to communicate effectively both orally and in written communication and has excellent interpersonal and IT skills.
- Equipped with the administrative and delegating skills to organise a ministry, as well as events.
- Confident in an up-front role and in relating to the church family and in other networks.

4. Principal Responsibilities

Ministry Trainees:

Training

- Developing and implementing a training curriculum which will grow the ministry trainees in Bible handling and Bible teaching, understanding and application of core Biblical truths, engaging with contemporary issues from a Biblical view point, pastoral care and understanding Christian leadership
- Significant teaching role: average of 1 or 2 sessions per week.
- Going with ministry trainees to the 3-day Living Leadership Formation conference in Sept (There is an expectation that the All Souls staff member will be part of the teaching team).
- Organising and leading a study week in July.

Mentoring and Spiritual Formation

- Organising and leading on the January retreat,
- Organising the mentoring and ministry supervision of Ministry Trainees, linking them with appropriate staff supervisors and mentors.
- Provide staff supervisors/mentors with the information and training needed to adequately fulfill their role.
- Meet with the staff mentors/supervisors for review (twice a term).
- Provide pastoral back up, being available for all ministry trainees to approach with questions.
- Mentoring one or two ministry trainees as appropriate, including doing ministry together and watching the ministry trainees and giving feedback. Enabling the Ministry Trainees to work out what next and how the scheme is preparing them for future ministry either as lay Christian or in paid ministry.

Administration

- Financial oversight of the budget, expenses claims and grant claims.

Recruitment, selection and induction

- Ensure the Ministry Training Scheme is advertised within All Souls and externally.
- Field enquirers and have initial exploratory conversations.
- Process applications, set up interviews, take part in interviews, decide on placements and communicate decisions to applicants.
- Ensure new ministry trainees have adequate induction (currently an evening in June on financial and prayer support, and a full Saturday at the start of Sept).

Personal study

Continued development of own biblical and theological knowledge

Broader ministry responsibilities

As a member of the staff team, to undertake or demonstrate the following:

- Help the church to fulfil our vision to be All for Jesus.
- Committed to pray regularly for the work of All Souls, including other members of the staff team.
- Regular attendance at fortnightly prayer gatherings, and staff meetings and events.
- To be immediately accessible to church to undertake your role which includes: being a key holder for the church buildings and providing backup for security purposes; providing pastoral care when required by the rector, welcome desk or church family at all times of day and night which includes seeing church members on site or in their home. You will be held out as a member of the ministry team to the whole of the church family (including children and adults at risk).
- Playing an active part on the church leadership team. This will include other duties as may be required from time to time by the Rector.

Personal and professional development

- To participate in our Thrive programme which includes annual appraisal of one's personal role and ministry in the organisation.
- To participate in personal and professional development opportunities as agreed during your appraisal.
- To participate in wider team development as recommended by your line manager and/or rector.

5. Details

Hours

This is a full time job based on a six day working week. Hours will be flexible, including evening and weekend work. One whole day off each week is given. Annual leave is six weeks a year, to be taken at times agreed with the Rector. Staff are encouraged to make full use of days off and annual leave.

Salary

The starting salary (based on Diocesan clergy scales) is £26589.95 inclusive of London allowance.

Housing

In accordance with All Souls policy the post-holder is provided with either an accommodation allowance or, where available, accommodation in the parish. Where accommodation in the parish is provided the church pays council tax, utilities, water rates and service charges, where an accommodation allowance is paid this is deemed to cover post-holder's housing costs. It will be possible to discuss accommodation during the interview process.

An annual allowance for study books (£250) is also offered. In addition, the church will pay a contribution towards removal expenses.

6. Application

If this role is of interest to you please send the following to recruitment@allsouls.org (or by mail to; Recruitment, All Souls Church, 2 All Souls Place, London, W1B 3DA):

- A CV
- A completed application form
- A letter explaining why the role is of interest to you

Application closure:

- 6th July

Interviews:

- From 6th July

Start date:

- As soon as possible

There is an occupational requirement that the job-holder is a Christian under Part 1 of Schedule 9 to the Equality Act 2010.

Safeguarding: conditional offers will be made pending the successful completion of an enhanced DBS check which will be processed by All Souls