

**All Souls Church, Langham Place**  
2 All Souls Place, London W1B 3DA  
Tel: 020 7580 6029  
Website: [www.allsouls.org](http://www.allsouls.org)

## *Our Vision - 'All for Jesus'*

# Job Description – Associate Rector

## 1. All Souls Today

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

At the heart of our vision sits God's Word. As a church the Bible is central to all we do from our Sunday services, to our life groups, to our workplace ministry, to our work with marginalised people. It is what drives our mission as a church, as we seek to:

### Mission Aims:

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

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

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

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

**Love 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.

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

### Values:

In seeking to deliver this mission we want to be a church family that lives out Christ-like values. They are values we want to see in the ministry team and the church family, from the youngest to the oldest members. In all our ministry activity we don't ever want to lose sight of

who we, as individuals, are becoming – our Christ-likeness. We long to be a people who are all for Jesus, who take up our cross and follow him (Philippians 2:5-8) as we seek to be:

**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 with about 40% of the church family being non-British. The age profile of our church family is fairly evenly spread: 28% are 18-29, 27% are 30-44, 30% are 45-64 and 16% are over 65. Around 250 children attend our children and youth work. The adult age profile tends to be slightly older at the morning services and younger in the evening.

As a large church we have a broad range of ministry activities. The vast majority of these ministries are led by a dedicated member of the ministry team and are well supported in many different ways by the church family - in fact many could not run without their support. In simple terms our ministry breaks down into six core areas: services, evangelism, discipleship (adults and 0-18s), world mission, music and serving the city. All of these church-based ministry activities contribute towards the goal of motivating and equipping all church members to recognise and exercise their own diverse ministries, as they serve God in the outside world through the multiple callings of whole-life discipleship in everyday life and work.

All of our ministry activity is underpinned by prayer, with (pre-covid) a fortnightly prayer gathering being the bedrock of our corporate prayer as a church, during covid this has moved to a monthly online meeting and weekday 8am prayer meetings. Over the past 18 months this has been supplemented by other regular days of prayer and fasting. It has been a huge encouragement to see the church family respond so positively to these.

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

## 2. The Role

As a senior member of the Ministry Team you will play a vital role in supporting the Rector to lead, train, teach and care for the staff team (both ministry and enabling) and church family.

There are a number of core responsibilities for the role along with a range of other possibilities depending on experience, gifting and interest – which we would seek to explore with you as part of the interview process.

## Core ministry responsibilities

Reporting to the Rector, the Associate Rector will be responsible for:

**Undertaking regular ministry duties including preaching, leading services, leading prayer meetings and running training courses.**

**Providing visible leadership to the church family.** This will include:

- Pastoral care – both meeting regularly and discipling individual members of the church as well as making decisions about appropriate responses for what support is required for others with pastoral care needs;
- Evangelism – both personally and in training and encouraging others; and
- Developing leaders – supporting team members and church family, lay and ordained, to identify and use their giftings.

**Supporting the Rector in driving forward particular projects and priorities.**

## Other ministry possibilities

**Organising and overseeing the Adult Discipleship team.** This will include:

- Managing the team;
- Helping them shape their work in line with overall church priorities, vision, mission and aims; and
- Encouraging them in their day-to-day ministry.

**Pastoral care and line management of team members** – shepherding them in their own personal and spiritual growth.

At the request and under the direction of the Rector, **providing leadership across the wider Church both within the Church of England and across other external organisations.**

## 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.
- Able to relate to and pastor people from a variety of different cultural backgrounds and age groups – experience of ministry in an international context is desirable.
- A Bible teacher with a proven track record of faithful expository preaching that is engaging and connects with people's day-to-day lives.
- A pastoral heart with a humble and loving disposition, who loves the Lord and is committed to making Him known through the church and in personal evangelism.
- Significant church leadership experience and a maturity to support the Rector in leading a large team and shepherding a large church family.
- An appreciation of good management within the church including strategic thinking, delegation, staff accountability and support.

- Formal theological education/training with a biblical understanding, conversant with a wide range of views yet holds to a consistent and strong Biblical framework.
- Has strength of character and resilience and is able to provide leadership of a mixed team and a wider church family.
- A proven track record in discipling, training and developing others.
- Confident in an up-front role and in relating to the church family and in other wider church networks.
- Ordination in the Church of England would be desirable but not essential and permission to officiate would need to be granted by the Bishop of London prior to taking up the role.

## 4. Additional 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 prayer gatherings, 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 different times of which includes seeing church members on site or in their home.
- 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 the 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 of £27,462 (based on Diocese of London assistant clergy stipend scales) is 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](mailto: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:

17th September, 5pm

### Interviews:

From w/c 4th October

### 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*