

# HK ASSOCIATE MINISTER JOB DESCRIPTION

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It is expected that the Associate Minister will be:

+ Devoted to “prayer and the ministry of the word” (Acts 6).

+ Discerning and leading a team in planting a new congregation in Houghton, designed to reach beyond our current church family and fringe. To this end the incoming Associate Minister will have a particular focus on the St John’s 11am congregation, as well as joining the FORUM team.

+ Playing a full part in the leadership of the Parish, alongside the Vicar. Prior to lockdown this included at least the following:

Weekly planning, review and mutual support meetings with the Vicar;  
Playing a full part in Staff Team, PCC and other such bodies;  
Assisting in the planning and delivery of services and sermon series;  
Monthly Home Group leaders’ meeting;  
Monthly Partnership meeting (our united parish gathering for praise & prayer).

+ Serving in Anglican ministry across the Parish, with a particular focus on Houghton, including:

Baptisms, weddings, funerals & pastoral visits;  
Community engagement.

+ Leading in a few areas across the Parish (depending on need, desire and capacity) by leading / developing teams committed to ministry focussed on some of:

Children, youth, workers, the retired, or another specific group;  
Evangelism, discipleship or a focussed ministry type;  
Training and equipping the saints for ministry and service.

We expect to ensure that the following is provided:

A rented house within Houghton of suitable size for you and your family, with the standard costs paid as per Church of England guidelines.

Office space, either in that house or on one of our church sites.

Stipend at the Church of England rates, with standard pension contributions.

Remuneration of all normal and agreed ministry costs, including a conference each year, and a £200 book grant beyond those essential to your ministry here.

We will encourage you to work 5½ days per week, and to take 6 weeks’ annual leave, dates to be agreed with the Vicar and generally not overlapping with his holidays.

Legalities will all be as per standard Church of England law and guidance – notice period, sickness absence, disciplinary procedures and so on.