

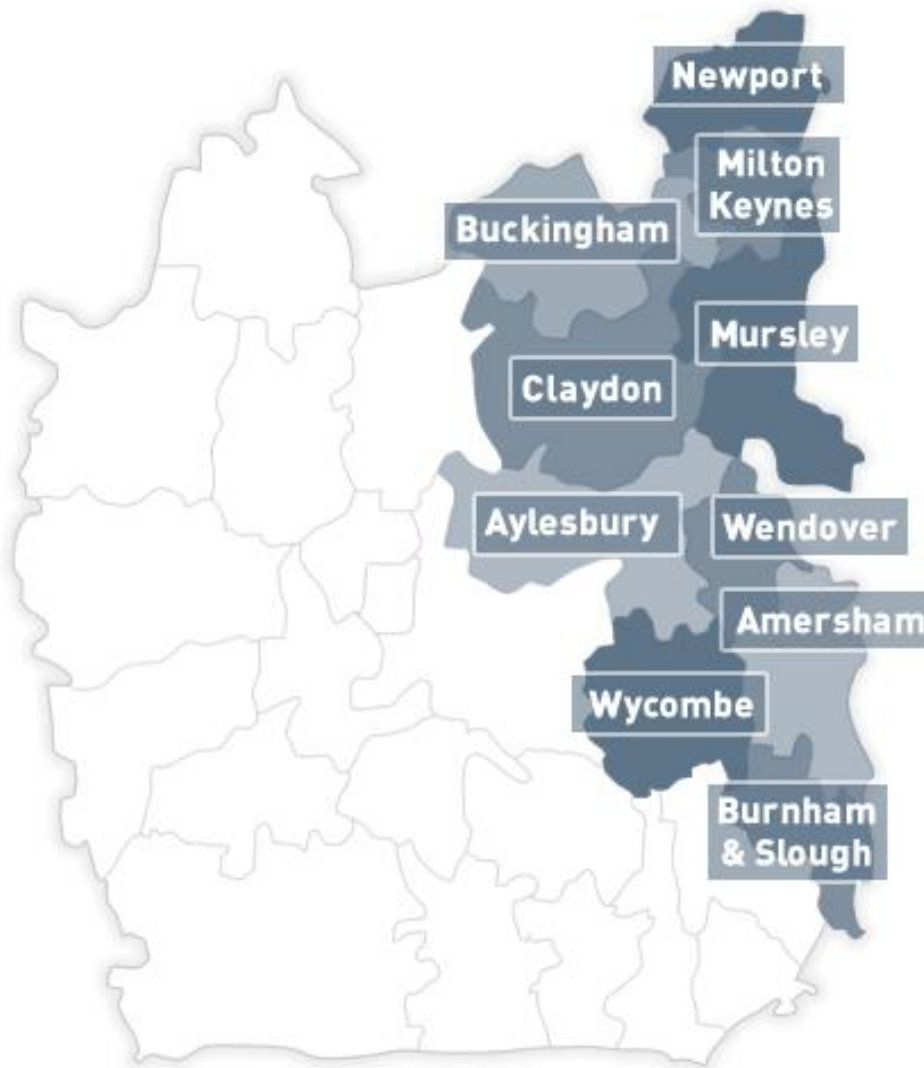


DIOCESE of OXFORD

A Christ-like Church for the sake of God's world

Advertising Guidelines

for Parishes



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On-Line Advertising

Pathways

Pathways is an on-line portal for clergy vacancies where applicants can search for vacancies and electronically submit a CV and complete an Oxford Diocese application form through the Pathways portal. At the advertised closing date these are then accessed and downloaded by the Bishop or Archdeacon's Offices.

Guidelines for Writing Advertisements for Pathways, with headings where text is required.

Advertising on Pathways enables the advertiser to include good detail and description about the role and the benefice within the advertising text. Each advert published on Pathways is broken down into sub-section headings as detailed below.

The titles highlighted in grey below are the headings set in place on the **Pathways** website. For examples see the Pathways website <https://pathways.churchofengland.org/search> or the example noted on page 5 of this booklet.

Overview

The overview is the most important part of your post as this is the first section candidates see. The first couple of sentences of this paragraph will also appear as the 'summary' on the first landing page on Pathways so needs to invite prospective candidates to click for the full advert.

To create a good overview, you should include information about the Diocese on your values, exciting things, or a sentence of what the role is going to be about.

Post Introduction

The post introduction will include more information about the role itself and what it entails.

Main Responsibilities

Main responsibilities could include a bullet point list of important aspects of the role and what is anticipated on a day to day basis.

The Ideal Candidate

Ideal candidate could be a bullet point list of all the skills, knowledge, qualifications etc that prospective candidates may need for the role.

About Us

About us is all about the Diocese and the Benefice/Parish – this can include reference to encourage reading/downloading the Parish Profile.

Online adverts can also include contact details of a named individual with tel no/email address for further discussion, if desired (usually the Bishop, Archdeacon or Associate Archdeacon and the incumbent if appropriate).

The closing date and interview date will be added by the Bishop/Archdeacon's PA. The Parish Profile* will also be uploaded to Pathways for prospective candidates to review/download.

It is also worth considering whether there is to be a 'meet and greet' the day/night before the interview date in order that this can be shown with the interview date.

*The Parish Profile should be in PDF format, and no larger than 10mb file size and should be with the Bishop/Archdeacon's Office 7-10 days before advertising is due to commence.

See Appendix 1 for example (this is what the candidate will see when clicking through to the 'Apply' page).

Oxford Diocese Website

The same text for Pathways will be uploaded to the Diocesan website, with a link to Pathways for the Parish Profile and application process.

Printed Advertising

If advertising in the Church Times is agreed, this will usually take the form of a display advert, approximate size 14cm high x 8.5cm wide.

The current costs for advertising in the Church Times with their 'Until Filled' option is £999, this allows for up to four weeks in print. If no candidates are found after the first round of advertising, the advert can be repeated for a further four week period in the Church Times. This is subject to a 12 week pause period from the date the first advert appeared. Only the Closing Date and Interview Date can be amended in the advert text under the 'Until Filled' option.

The deadline for bookings/advert text is the Friday before the first publication date (which is usually a Friday).

The Church Times will also feature the advertisement on their online vacancy web pages.

Appendix 1

Example of Pathways Advertisement



Associate Minister (House for Duty) in the Benefice of Chenies and Little Chalfont, Latimer and Flaunden, Archdeaconry of Buckingham

| | |
|----------------------|--------------------|
| Post Reference: | cofe/TP/22738/2303 |
| Number of Positions: | 1 |
| Contract Type: | Clergy |
| Salary/Stipend: | |
| Closing Date: | 27/01/2020 |
| Region / Division: | Oxford |
| Post Category: | Clergy |
| Organizational Unit: | Benefice |
| Location: | Latimer |

[Apply for this post](#)

Overview

Following the recent appointment of the Rev. David Whale as Priest-in-Charge (Rector Designate) of the Chenies Benefice, we are now delighted to be seeking to appoint an Associate Minister.

Post Introduction

This is a House for Duty post, for two days (including evenings) plus Sundays, with provision of a well-appointed four-bedroom house in Latimer village.

Applications are therefore invited for the post of Associate Minister (House for Duty) serving the two churches of St. Mary Magdalene, Latimer, and St. Mary Magdalene, Flaunden, and working within the wider Benefice Team. These two beautiful village churches (a mile or so apart) form part of the wider Chenies Benefice. They lie just outside the M25, to the north and the east of the prosperous commuter towns of Chorleywood and Amersham, and in the beautiful Chess Valley.

Main Responsibilities

Our new Associate Priest

We are looking for a person with a deep faith in Jesus Christ and a strong sense of calling, who:

- lives out gospel ministry faithfully, naturally and confidently
- will lead us forward as together we worship God and serve Him
- enjoys rural ministry and village community life
- has the ability to encourage families while ministering equally to the more elderly amongst our congregations
- will relish the challenge of seeing our congregations grow and flourish.

<https://www.cofepathways.org/members/modules/job/detail.php?record=2303&source=thejobspace>

1/2

1/9/2020 <https://www.cofepathways.org/members/modules/job/detail.php?record=2303&source=thejobspace>

Our beautiful, historic and community-minded villages are keen to work alongside our new Associate Minister who will encourage us, learn with us, and help us to discern and prioritise our mission and encourage new life and increased congregations in our churches.

The Ideal Candidate

We can offer:

- A warm and friendly welcome
- Within the wider Benefice, our welcoming congregations and three committed and supportive PCCs
- A prayer group who will pray with and for the new minister
- A firmly supportive ministry team and lay leadership
- Clergy Assistant providing administrative support
- An opportunity to live in a community surrounded by beautiful countryside with excellent local schools and good transport links to London Support in professional and self-development
- Full reimbursement of expenses

About Us

If your reading encourages you, or you would like further information, please read the Benefice Profile (PDF attached below) or if you would like an informal conversation about the post please contact Rev David Whale on 01923 286131 or email revdwhale@gmail.com

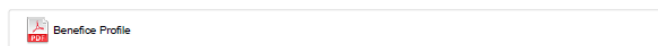
Lay and ordained, we are all looking forward to meeting the person whom God is calling to minister with us in these parishes and in the Team!

Closing date: Monday 27 January 2020

Interviews: Tuesday 11 February 2020


Enhanced DBS Disclosure required.

Attached documents:



Appendix 2

Example of Diocese of Oxford Website Advert



Who we are Our Faith Mission & Vision

Associate Minister (House for Duty), Benefice of Chenies and Little Chalfont, Latimer and Flaunden, Deanery of Amersham

Associate Minister (House for Duty), Benefice of Chenies and Little Chalfont, Latimer and Flaunden, Deanery of Amersham

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- A firmly supportive ministry team and lay leadership
- Clergy assistant providing administrative support
- An opportunity to live in a community surrounded by beautiful countryside with excellent local schools and good transport links to London Support in professional and self-development
- Full reimbursement of expenses

If your reading encourages you, or you would like further information, please [click here](#) to read the Benefice Profile or if you would like an informal conversation about the post please contact Rev David Whale on [01923 286131](tel:01923286131), or email revdwhale@gmail.com

Lay and ordained, we are all looking forward to meeting the person whom God is calling to minister with us in these parishes and in the Team.

To apply for this post please [click here](#)

Closing date: **Monday 27th January 2020**
Interviews: **Tuesday 11th February 2020**

Enhanced DBS disclosure is required

Appendix 3

Page from Church Times with Examples of Advertisements

16 CLASSIFIED ADVERTISING

RIPLEY ST THOMAS
Church of England Academy

ig@rptshom.co.uk
Address: The Rectory, Ripley, Leics LE15 4ES

SCHOOL CHAPLAIN
Min: 9.45pm-11.30pm (8.45-9.45)
Salary range £26,137 - £36,507 per annum
Relocation expenses of up to £2000 available

Ripley St Thomas CE Academy is looking for a new school chaplain. Continuing to build on the strongly established work of the current post holder we are seeking an enthusiastic Christian leader to create and resource opportunities for our young people to explore and grow in the Christian faith.

The vision:

- To offer pastoral support and encouragement to young people and the wider school community.
- To develop contemporary models of worship, prayer and discipleship.
- To equip young people and adults in Christian leadership.

We are looking for:

- A dynamic, committed person who loves Christ, is passionate about Christian ministry among young people and has a vision for helping people explore what it is to be a Christian in the 21st century.
- An experienced and versatile youth worker / minister / teacher.

For further details about the post and an application pack please visit www.ripleythomas.com/vacancies

Applications: please send reply directly

Closing date: 6 February 2020
Interviews: Monday 12 February 2020

There is a Genuine Occupational Requirement that the post-holder is a Christian. The post is subject to an enhanced DBS check.

DIOCESSE of OXFORD
A Church in the World for the sake of God's world

TEAM RECTOR
In the Parish of Great Chesham

To examine the gospel ministry of a large and vibrant parish (5000+) which covers the town of Chesham and 2 villages, and to lead St Mary's Church in mission and growth.

We are prayerfully seeking a person who is:

- Humble and prayerful, but with a confidence in their calling and gifts
- Clear in their commitment to the Bible as God's Word, and an able teacher
- Passionate about the gospel, and reaching out to those who are not yet believers
- A proven leader in ministry, who can support and encourage a staff team
- Strong in terms of organisational and time management skills
- Clear in their own convictions, but gracious and generous in working with others.

We can offer:

- A vibrant and interesting town, in the beautiful Chiltern Hills with excellent access to London
- Excellent Parish staff team, wardens and PCC
- An opportunity to develop your own ministry in a varied context
- A strong, loving church family at St Mary's who are keen to grow

For further information and to apply please visit <https://pathways.churchofengland.org/>

Closing Date: 6 February 2020
Interview Day: 4 March 2020

DBS Enhanced Disclosure is required.

24 January 2020 CHURCH TIMES

Diocese of Leicester

Applications are invited for:
Rector of Markfield, Thornton, Bagworth and Stanton under Bardon and Coft Oak
in the Diocese of Leicester

We seek a person who:

- Can lead us and encourage and inspire us as we engage and encourage others to discover and share the faith and joy of Jesus Christ.
- Will help strengthen our ministries and gifts, to develop and grow new leaders and teams.
- Will build links with the wider community and equip us as a people of Christ to engage with all people.
- Is a confident and collaborative leader who understands rural communities and the challenges they face.
- Is rooted in prayer and scripture, and willing to look at new opportunities, is flexible in thought and will encourage us to take risks.

For an informal conversation contact either:
The Archdeacon of Leicestershire, Ven Claire Wood
Tel: 0153 241 5321 or Email: claire.wood@leicester.oxford.anglican.org.uk
Or Julie Cooper OBE
Email: juliecooper@leicester.oxford.anglican.org.uk

For an application pack contact Kelly Burch
Email: kpaterson@leicester.oxford.anglican.org.uk Tel: 01509 123 0780

Closing date: 30 January - 5.00pm / 12 noon; 18/19 February

This post is subject to an enhanced DBS disclosure from the DBS

CHURCH TIMES 24 January 2020

DIOCESSE of OXFORD
A Church in the World for the sake of God's world

Rector Designate, Blaxthorn Chase Benefice
(Associate Minister, Buckingham Benefice)
Archdeaconry of Buckingham

The Blaxthorn Chase Benefice in North Buckinghamshire will be a new rural benefice. It is being created from four parishes east of Buckingham town. This is a wonderful opportunity for someone seeking an exciting challenge.

We are looking for a Rector to support our vision to:

- be a place of support for our villagers and signs of hope and life with practical witness of God's love.
- be fruitful by encouraging a deepening of individuals' personal faith
- spread seeds so that our worshipping communities grow

Our Rector will be someone who enjoys rural living and:

- has a deep personal faith, grounded in prayer and knowledge of the Bible
- will be an encouraging, enthusiastic and inspirational leader, while being collaborative and compassionate
- is approachable, down to earth, and has a sense of humour

Full details and the benefice profile are on www.blaxthornchase.oxford.anglican.org/vacancies

Apply via <https://pathways.churchofengland.org/>
or The Archbishop's Office
Tel: 01865 206294 • Email: helpdesk@archbishop.oxford.anglican.org

Closing date: Wednesday 12 February 2020
Interviews: Wednesday 12 March 2020

Enhanced DBS Disclosure required

The Diocese of Chelmsford
www.chelmsford.anglican.org

TEAM RECTOR DESIGNATE
COLNE AND BLACKWATER TEAM MINISTRY

We are a group of stunning coastal and countryside parishes in Essex. We need somebody to lead us and shape us into a new team ministry.

We are motivated and active with plenty of lay leaders. Associate and retired clergy all ready to work together.

We don't want to just maintain the status quo. We want to grow the Lord's Kingdom.

Will you join us so that we can be transformed into the kind of churches that God longs for us to be?

Closing date: 26 February 2020
Interviews: Mid to late March 2020

Full details on: www.chelmsford.anglican.org/vacancies or from: The Archbishop of Canterbury: ac.office@archbishop.oxford.anglican.org

01376 513130

CLASSIFIED ADVERTISING 47

Anglican Church of Aotearoa, New Zealand and Polynesia

Diocese of Dunedin

Vicar of All Saints Gladstone, Invercargill

The Bishop of Dunedin is looking to appoint a shepherd with strong pastoral, liturgical, and management skills as the next Vicar of All Saints Gladstone, in Invercargill.

All Saints Gladstone is a warm vibrant Parish in New Zealand's southern-most city. It has a genuine, welcoming, and collaborative community, and its finances are in a secure state. A comfortable village is provided.

Please see <https://halli.co.nz/blogs/article/6747316/vicars-information>

This post is open to any Priest in Anglican Orders who is settled to live and work in New Zealand.

To request the Parish Profile or to make informal enquiries please contact: Rt. Rev'd Steven Rowland PO Box 13170 Dunedin 9052 New Zealand. Phone: +64 (3) 488 0820 or bishop@pcq.co.nz/revs

Please send a formal letter of application, your CV/Resume, and details of two referees to the above address.

The closing date for applications is 28th February 2020.

DIOCESSE of GLOUCESTER

Chaplain to the Bishop of Gloucester

The Bishop of Gloucester, the Right Reverend Rachel Toovey, seeks to appoint a Chaplain to participate in a dynamic and creative Senior Team of whom you will be a member.

You will be:

- personally mature and ethnically/bi-racially
- concerned with both people and people
- highly organised and a spiritually fervent planner
- have an eye for detail and a heart for the Kingdom of God.

A job description and information on how to apply can be found at www.gloicester.anglican.org/about/vacancies/

The stipend for this position is part of the stipend of an incumbent in the Diocese of Gloucester which is £31,937 per annum and will have the benefit of a non-contributory pension.

Closing date for applications: Sun Tuesday 4 February
Interviews: Wednesday 19 February

For an informal conversation about this post, please contact the bishop of Gloucester on 01452 835511 or at hb@celestine@gloicester.oxford.anglican.org

This post is subject to an occupational requirement that the holder be a Clerk in Holy Orders of the Church of England under Part 3 of Schedule 9 to the Equality Act 2020.

It is subject to DBS enhanced disclosure.

DIOCESSE of GLOUCESTER

PRIEST-IN-CHARGE
GLOUCESTER

Benefice of Hardwicke and Elmore, with Longney

This is a very exciting opportunity to exercise a varied ministry on the edge of the City of Gloucester in a fast growing urban community with two neighbouring and lively villages.

We are looking for a Priest-in-Charge who will bring fresh ideas and challenge, walking alongside us on a journey of discovery into a life focused on Jesus. The role will require someone who has the skills to nurture and lead our existing levels and committed congregations, whilst helping us to reach out in innovative and exciting ways. The successful applicant will be supported by a committed and enthusiastic team of leaders, lay leaders and retired clergy.

The parish profile, application form and associated documents can be downloaded at www.gloicester.anglican.org/about/vacancies/

For an informal conversation about this post please contact the Ven Hilary Downon, Archdeacon of Gloucester on 01452 835553 or 07713 300645 or email ag@celestine.oxford.anglican.org

Applications should be returned to: Sue Strawbridge, PA to the Archdeacon of Gloucester, Strawbridge@gloicester.oxford.anglican.org

Closing date for applications: 12 noon on Monday 10 February 2020
Interviews: Thursday 27 February 2020

DIOCESSE of EXETER

Priest in Charge
at Uplyme and Axmouth
(Team Vicar Designate in the Ax Valley Mission Community)

This is a new position and we are looking to recruit an enthusiastic, encouraging priest to join an established collaborative team of lay and ordained colleagues.

The new Priest in Charge will:

- lead the churches in Uplyme and Axmouth - continuing their growth and mission.
- initiate, develop and coordinate work with youth, children and families across the Ax Valley Mission Community, including work with schools, line-managing a youth worker and developing outreach projects with families;
- be liturgically creative and work with the whole team to develop different styles of service and worship;
- have a pastoral and evangelistic heart.

An exceptional letter is provided with this post just means from the past and enters the ordination of Exeter schools.

For further details of this position and for an application pack please contact: The Archdeacon of Exeter, Exeter, Ex2 5ES
01392 425577 • archdeacon.of.exeter@exeter.anglican.org

Closing date: January 27th 2020
Interviews: February 13th 2020

This post is subject to an enhanced DBS disclosure.

DIOCESSE of OXFORD
A Church in the World for the sake of God's world

VICAR
Earley, St Nicolas, Reading

We are seeking a vicar for St Nicolas Church, Earley, Reading.

St Nicolas is a lively, thriving parish on the outskirts of Reading. We are enthusiastically committed whilst embracing a wide range of churchmanship including several fresh expressions of church.

We are seeking a playful, community-minded priest who will support and lead us in our mission to be open to God, to each other, and to our community of Earley.

Having recently completed building work on our impressive new church centre, we are looking forward to working with a vicar who will lead us in growth, strengthen our hospitality and inclusivity, and inspire us as we engage with different generations.

We offer a good sized, modern vicarage in a popular location; a diverse ministry team and active lay leadership; and a commitment to support you to take professional development opportunities.

Do visit our website www.stnicolas.org.uk or for an informal confidential chat about the position call our church office on 0118 966 9080.

Closing Date: 7 February 2020
Interviews: Day 4 March 2020

Further details and application form from: www.oxford.anglican.org/vacancies/ or The Bishop of Reading's office, Whitefriars House, Tisbury Lane, Tisbury, Reading, RG2 8BA
Telephone: 0118 9881216 • Email: bishopreading@oxford.anglican.org

Enhanced DBS disclosure is required

THE CHURCH OF ENGLAND BIRMINGHAM

Vicar
St Peter's Aston in village church in big city

This welcoming, young, cross-generational church seeks a priest who embodies our vision:

- to offer modern and more traditional approaches to worship and ministry
- to encourage development of ministries with children and families and in the local schools
- to provide care with special pastoral care
- to discern and lead in our common mission

Closing date: 17 February. Interviews: 21st & 24th March

Interested candidates are welcome to contact the Archdeacon of Birmingham: the Ven. John Iremonger, via further correspondence 0121 424 0841 or john@celestine.oxford.anglican.org

Full details at celestine.birmingham.oxford.anglican.org/vacancies

DIOCESSE of GLOUCESTER

Priest in Charge of the Northleach Benefice

We are seeking a Priest in Charge for our benefice, set in a beautiful area of the Cotswolds. This is a great opportunity for someone with enthusiasm, an engaging nature and love of the countryside, with three villages and through the eight parish parishes in our benefice and there's the opportunity to develop this in a cohesive way. We offer a Parish Priest who will encourage us, help to draw the best out of us and work with us as we seek to grow in unity and engagement with each other and with our wider communities.

We are a broad, inclusive group of worshipping communities, committed to providing a warm welcome for all people, with a variety of worship styles and a supportive ministry team. We are actively involved in our local church schools and want to grow in reaching out to our communities with the love of Christ in new and exciting ways. We are praying for a Parish Priest who will encourage us, help to draw the best out of us and work with us as we seek to grow in unity and engagement with each other and with our wider communities.

For an informal discussion about the role contact the Archdeacon of Cheltenham, the Ven Phil Andrew on 01452 825594 or 07488 022045
Full details and an application form can be found at <http://www.gloicester.anglican.org/about/vacancies/>

Closing date for applications: Friday 7 February 2020
Interviews: Thursday 5 March 2020
Completed applications should be sent to Debbie Long, PA to the Archdeacon of Cheltenham DL@celestine.oxford.anglican.org

THE CHURCH OF ENGLAND Diocese of Chester

Vicar of Poynton Parish

We seek an exceptional minister with significant capacity who sees their primary calling to proclaim the Word of God.

Please apply if you are an effective communicator who will inspire and disciple people at all stages of their walk with Christ.

Closing date Sunday 9 February 2020
Interviews Wednesday 11 March 2020

For more information please visit <https://www.chester.anglican.org/vacancies>
support-services/job-vacancies/diocesan-vacancies/contact-us/incremental-for-poynton-parish.php

The Archdeacon of Macfieldale, The Venorable Ian Bishop is available for a conversation should you wish.
Tel 01528 718834 ext 259 or 07715 102519 or email ian.bishop@chester.anglican.org

THE CHURCH OF ENGLAND Diocese of Chester

RECTOR
PARISH OF CONGLETON

Congleton is a wonderful community into which to minister.

We are looking for someone with a passionate missionary faith, an inspired leader to encourage a collaborative effort to bring transformation.

For more information visit <https://www.chester.anglican.org/support-services/job-vacancies/diocesan-vacancies/contact-us/incremental-for-congletton-parish.php>

The Archdeacon of Macfieldale, Ven Derek Chestery, Tel: 01543 733300
Details & Application Form: <https://bit.ly/2K7zC6F>
Application date closes: Open

Diocesan website: www.chester.anglican.org

Diocese of Hereford

INCUMBENT
South Wye Rural Parishes

A self-supporting post in beautiful countryside near Hereford city, with housing for the better performance of duty. Can you?

- Love and care for a dispersed rural community?
- Help us to continue reforming our church life?
- Help us to grow in faith and commitment to Christ?
- Build on our positive links with our School?

(No, please get in touch)

For further information, please contact:
The Archdeacon of Hereford, Ven Derek Chestery, Tel 01432 373300
Details & Application Form: <https://bit.ly/2K7zC6F>
Application date closes: Open

Diocesan website: www.hereford.anglican.org

DIOCESSE OF YORK

VICAR
Sowerby, Sessay and the White Horse Parishes

We are seeking a VICAR with energy and passion for a group of 5 churches near the market town of Thirsk. With a range of worship styles, we understand the need to embrace imaginative new ways of outreach. We are looking for someone with vision and insight who will work alongside our enthusiastic lay leadership team and assistant priest as an encouragement and guide and who will help us build on our current work especially in prayer, discipleship and service to others.

For an informal conversation, contact the Bishop of Whitby's office: 01642 583273 • bishopofwhitby@york.oxford.anglican.org

Further details can be found at: <http://bit.ly/2K5eM8a>

Applications to Bishop of Whitby's PA, mandy.robinson@york.oxford.anglican.org via Pathways.

Closing date: Monday 3rd February 2020 at 12 noon
Satisfactory DBS disclosure required

St. Paul's College
(Founded 1851)
COLLEGE CHAPLAIN

St. Paul's College, Hong Kong, seeks to appoint a College Chaplain with immediate effect.

St. Paul's College is the oldest Anglican school in Hong Kong (founded in 1851) and widely regarded as a leading school in the education of boys. The College has a secondary and a primary campus with a total of 3,700 students and 180 staff.

Details of the College may be found on the website at www.spcc.edu.hk

Please apply with covering letter and full resume (please provide telephone number) and send your application via email to: The.Principal@stpauls.edu.hk with subject line: College Chaplain.

www.churchtimes.co.uk

Exciting Opportunities to Serve in Australia

We are seeking an experienced and visionary leader (Bishop or Lay) to a new role leading our work in local parishes and mission. We are always looking for energetic clergy to serve in urban and rural parishes. We have full-time, part-time and house-for-duty ministry openings for immediate appointment.

The Diocese is committed to a comprehensive expression of Anglican life. We require that women and men are called to exercise sacramental and teaching ministries in each order of ministry.

Find out more at <https://www.newcastleanglican.org/our-diocese/positions-vacant/>

Expressions of interest close on: 23rd February 2020
Interview Date: Wednesday, 4th March 2020