



## *House for Duty Team Vicar in*



## *Profile*

*September 2018*

For further information please contact the Team Rector: [rector@witneyparish.org.uk](mailto:rector@witneyparish.org.uk)

## St Kenelm's Church Mission statement

Our mission is to be a worshipping community, witnessing to God's love revealed and expressed in the life, death and resurrection of Jesus Christ. We acknowledge this love through the Church's teaching, sacraments and fellowship

We fully support the Oxford Diocese call to be a Christ-like Church: Contemplative, Compassionate and Courageous.

Since 1 December 2017 the parish of Minster Lovell has joined the parish of Witney to form the Benefice of Witney. At this time the Team Rector of Witney was collated as the Vicar of Minster Lovell. We now seek a Team Vicar to come and work among us as part of a large and diverse team. Team members work across the Benefice, whilst having areas of particular pastoral responsibility and gifting. This post requires flexibility from a person who rejoices in being part of large team whilst maintaining the main focus of ministry within Minster Lovell.

As a Benefice:

**We are** an inclusive church embracing a hospitable Christianity. Everyone is welcome at this service. If you usually receive communion, please join us – or please come forward to receive a blessing.

**We are** five Church of England churches, some large and some small, serving the town of Witney and the villages round about.

**We are** here to worship God and to help each other grow in faith.

**We are** committed to living our lives in the love, joy and hope of the risen Christ.

**You can** find us in church, in schools, in hospitals, village halls, supermarkets, nursing homes, up late with the Street Pastors, at the toddler groups..... wherever people are.

### A prayer for a new team vicar

Lord, as we enter a new stage, may you give us open hearts,  
Grace to grow in faith and prayer  
And help us to serve you in our local community.  
Lord, bless and equip the person you are preparing to lead here.  
May they have vision and insight and a prayer-filled, pastoral heart  
To serve young and old alike in this community. Amen.

## Foreword by the Bishop of Dorchester



6<sup>th</sup> August 2018

Looking back at the foreword I wrote five years ago for what was then a House for Duty incumbency at Minster Lovell I realise how much has changed since then. In 2013 it was, as I say, a stand alone incumbency – today the incumbent is Toby Wright, the Team Rector of Witney, and the role now being advertised has been transformed into being that of a Team Vicar within the Witney Team, with all the support that provides but still with day to day responsibility for Minster Lovell itself. Then new housing was being promised where the parish and Witney meet – today that housing is being built and a new vicarage has been bought in the midst of it, replacing its less than satisfactory predecessor. Then there was a great deal of work to do on the church building – today much of the work has been done and exciting plans are being developed for the interior of the church itself.

But in the midst of these changes a great deal remains the same. There are still the wonderful opportunities to forge ever closer links with the village school. There is still the challenge of working out the best way to connect with the thousands of people who walk past, or into, the Church each year on their way to visit the ruins of Minster Lovell Hall. There is still a deeply committed congregation who love to worship in their broadly catholic tradition.

For a priest wanting an interesting post working as part of an exciting team this is a great opportunity and I warmly commend it to you.

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## Team Rector's Statement of Need

The parish of Witney is looking for a Team Vicar (House for Duty) who will work enthusiastically and collaboratively with clergy and laity across the benefice. We seek someone who will be genuinely excited to be a part of a large team with varying gifts.



The priest will have particular pastoral responsibility for Minster Lovell, whilst also sharing in ministry fully across the benefice and the other four churches. The benefice is thriving - we have over 65,000 visitors during the year, particularly to our annual festivals at Saint Mary's.

The type of pastoral and priestly presence we desire is twofold. Looking towards the parish as it currently exists and the community it enfolds, we seek a priest who can enliven, love, support and gently challenge. Looking towards the life of Christian faith that is possible we seek a priest who will allow individuals to discern and prioritise crucial tasks, and welcome future members into the family of the Church.

The priest we seek should have excellent interpersonal skills, be confident but not authoritarian, and be unafraid to address those occasions of discord which can be common to all faith communities. That priest must also be able to negotiate creatively when at an impasse, and walk gently among us.

We are hopeful for a person whose style lends itself to dynamic thinking, as well as generating new ideas. We seek a person who is flexible – able to adapt to the needs of the existing congregations, yet also aware that we need to connect further with the wider and larger communities of our benefice.

Liturgy done well is supremely important. We are seeking a person who can bring people together in good liturgy, one at ease with our tradition. A tradition where the celebration of the Eucharist is at the heart of our lives, where the Gospel is preached with accessibility and style, and where our commitment to and engagement with our communities informs our weekly worship.

We require of our new priest a spirit of collegiality in decisions regarding corporate worship and team decision-making, and someone who will fully support the Team and the Rector. We are open to improvement in our liturgy and worship, and are comfortable with a presiding priest who freely adapts the order of service within the bounds of good sense, catholic discipline and respect for the tradition of the parishes.

The priest we seek will have an eye for the detail of pastoral leadership, and must be one who desires to enhance our community for the sake of the Gospel, and is willing to challenge our thinking to further facilitate crucial areas of mission and growth. That priest will share in the responsibility to draw in new members and work together to give priestly support to those in our care.

We also seek someone who is prepared to take risks and make mistakes, knowing that they will be securely held within the team. Above all, we seek someone who is passionate about the Gospel and developing their own faith in Christ, as well as being determined to enable the faith of others to grow.

## **Describing the role**

We are praying for a priest who is:

### **A person committed to the Eucharist and the Office**

- Who will delight in our catholic liturgical traditions and roots, whilst being committed to growing a living church which may be more accessible to people newer to the faith
- Who is willing to build on our traditional past, whilst equipping us for the future.

### **An inspirational disciple committed to spiritual renewal**

- Who will be a person of prayer, teaching the faith and encouraging us
- Who will continue to maintain the strong bonds of friendship and caring as we grow together as a church

### **A team player**

- Who is happy to work collaboratively and explore with us how we can best recognise and develop our resources, discern and develop our people and our building, to the greater glory of God
- Who can enable and channel our enthusiasms, and sensitively take forward the few who may be reluctant to embrace change.

### **A leader in worship and teaching**

- Who shares our desire to explore new ways of reaching out to all in our community, encouraging and fostering new growth in our church life
- Who will enjoy developing and building up new connections with families and young children, and especially with our primary school

### **An outward-looking person committed to witness**

- Who enjoys working pastorally to bring church and community together
- Who looks with fresh eyes and renewed faith at the potential and possibilities for using church building and hall more effectively in outreach



### **Key responsibilities across the Benefice:**

- Support the Rector in leadership
- Work collaboratively with the Ministry Team, including weekly team meeting on Tuesday mornings and monthly Strategic meeting
- Join with the community in praying the Daily Office (in S Mary's) on working days
- Participating in our Eucharistic life, including concelebration
- Share in responsibility for delivering Collective Worship across our many schools
- Share in occasional offices and pastoral care
- Work with the Churchwardens and deputy wardens
- Ensure that all diocesan and legal requirements are implemented
- Manage time effectively in collaboration with the Team Rector and others
- Attend PCCs, Standing Committee and other sub committees as appropriate
- Use Outlook online calendar and Sharepoint as much of work is now done through this means (with suitable training and on-going support)
- Attend Safeguarding Training as per Diocesan requirements
- Abide by the Health and Safety rules

### **Key responsibilities within the parish of Minster Lovell:**

- Nurture faith and spiritual growth through mission and evangelism
- Build on good relationships with the CofE Primary School which have already been established, these will continue to involve many team members
- Oversee, or delegate, good relationships with the pre-school (Fridays)
- Chair the PCC, as requested by the Rector, including responsibility for the budget
- Lead on pastoral care
- Encourage participation in the life of the church from within the village, and vice versa
- Oversee the care and maintenance of the Grade 1 listed building
- Inspire those who attend church to live this out in their daily lives throughout the week

We recognise that patterns of ministry will need to be worked at to ensure spiritual and personal flourishing, recognising that this is a part-time post. We believe that the large team offers a positive way for this pattern of ministry to flourish among us. We are very flexible in terms of timings other than Sundays and Tuesdays when we would need a new colleague to be available.

We are committed to supporting regular quiet days and an annual retreat and to enabling study days to be a part of ministry.

We hope to appoint someone committed to the Deanery and Diocese, whilst recognising constraints on time. Churches Together in Witney is also an important aspect of the life of priests within the benefice.

The priest appointed will participate in the Bishop's Ministerial Development Review scheme and engage in continuing ministerial development

There will be regular supervision, as mutually agreed between the incoming priest and the Team Rector.

Administration is run centrally through the parish office and all Occasional Offices are booked through here.

## Accommodation

A new 4 bedroom house is being purchased at Windrush Place, ideally suited between Witney and Minster Lovell.

This will be Plot 412 from Bloor Homes – 25 Clare Place, Witney OX29 7AJ. The house is the Osterley design. <https://bloorhomes.com/Developments/Western/Windrush-Place/The-Osterley/Plot-412>



## Other information

Pattern of services:

### Sunday

- 8am Saint Mary's
- 9.15am Saint Kenelm Minster Lovell (15-20 people)
- 9.15am Saint John Curbridge (about 8-10 people)
- 9.15am Saint John Hailey (about 35 people)
- 10.45am Holy Trinity Woodgreen (about 50 people)
- 10.45am Saint Mary the Virgin Witney (about 130 people)
- 5.30pm Evening Prayer
- 6.00pm Evening at Hailey (on 1<sup>st</sup> Sunday of the month)

### Weekdays

- 9.00am Morning Prayer Saint Mary's
- 5.30pm Evening Prayer Saint Mary's
- Tuesday 11am Eucharist, Holy Trinity (about 12 people)
- Wednesday 11am Eucharist, Saint Mary's (about 30 people)
- Wednesday 10am Eucharist, Minster Lovell (1<sup>st</sup> Wed) (about 3-6 people)
- Wednesday 4.30pm Silent Prayer, Saint Mary's
- Thursday 10am Eucharist, Hailey (alternates between church and care home) (about 6-12 people)

A key part of our common ministry is our occasional Offices. We have the largest number of Baptisms within the benefice in the episcopal area. These offer great opportunities in terms of missional outreach and centered service. We hope that an incoming colleague will relish the opportunities these bring to minister to people outside the church, and within, at special moments.

We believe strongly that good pastoral care is a missional essential. Our pastoral care teams in the churches are essential to developing a loving Christ-like community. Baptisms, weddings and funerals are conducted by all members of the team across the benefice. Particular presence may be given to the person with primary pastoral responsibility.

The intended pattern would be for the House for Duty Team Vicar to be at Minster Lovell 3 times a month ordinarily (sometimes 2 with leave), and to be present at the other churches also during the month. The exact pattern to be agreed with the Rector, or in his absence with the Team Vicar (1).

At Pentecost we have a united Benefice service at Saint Mary's. We also observe Holy Week together across the benefice with a visiting preacher and services arranged by the Rector. On Feast days we often have a benefice service together to celebrate, these are frequently concelebrated Eucharists.

There is a strong lay presence with huge gifting which is used widely within the benefice.



## About St Kenelm's

St Kenelm's Parochial Church Council voted unanimously in the autumn of 2017 to become part of the Witney Benefice, which proceeded with immediate effect.

We are a small church, with a very dedicated core of faithful hardworking people, some with roots deep in the community. We should like to attract a wider age range. Our PCC is united and friendly and we work very well and happily together. We have managed to cover all the key church and administration positions.

Our catholic liturgical tradition is a very positive attraction for those unable to find the same locally, and we have a reputation for being friendly and welcoming. The church's worship and teaching are in the Church of England catholic tradition. The liturgy is mainstream catholic, Eucharistic, based on Common Worship, with hymns and worship songs, traditional and contemporary. Incense is used at Midnight Mass of Christmas, Candlemas and the Easter Vigil. We have a willing pool of organists, on a rota system, who genuinely enjoy supporting our worship. There is congregation participation – readings, intercessions, occasional addresses.

Worship takes place as follows:

Sunday Parish Eucharist with hymns 9.15 a.m.

In the last two years congregation numbers have fluctuated – normally 15-20 people. Major festivals attract a full church.

Wednesday Eucharist – first Wednesday of the month

10.00 a.m. (said) – between 3-6 people, some of whom do not attend on Sunday.

Baptisms take place within the Parish Eucharist. It has been past practice to give much care and attention to the preparation and conduct of baptisms, weddings and funerals, reflecting the pastoral care of the wider parish. Annual numbers for baptisms, weddings and funerals are in single figures.

Our beautiful church is in a lovely tranquil setting and it is open every day from morning until dusk. We are fortunate that the upkeep of the churchyard is partially funded by the Parish Council. We have many visitors, attracted by the history and "The Ruins" who often take the opportunity to pray, leave messages on our prayer board, and frequently comment in our Visitors' Book on the quiet, prayer-filled atmosphere within the church. They also provide an opportunity for witness and outreach as well as giving us some revenue from the Hall Ruins and the Village Guide books, plus prayer cards and Christian books on sale on the church bookstall.

However, we are an ageing congregation, with a small number of people working very hard and wearing 'many hats'. Also we have a percentage of our committed people living outside the Parish (almost half the PCC). We have only the very occasional attendance from young families and babies/children. One of our PCC members is a Foundation Governor at St Kenelm's School. The other Foundation Governor is the Parish Priest. St Kenelm's School Trust distributes bursaries on request to young people who have attended the Primary school, in preparation for careers. The Trustees include the Parish Priest (Chairman) (This is currently the Team Rector) and churchwardens. Presentation of Bibles to St Kenelm's School leavers is made under the auspices of the Trust.

Our time and money has been predominantly focussed on trying to maintain (and heat!) our Grade 1 listed building, and pay a proportion of our Parish share. We struggle within the constraints of an ancient building, to make it warm and comfortable enough for worship, and our basic facilities – a small room with cloakroom attached - do not help our desire to draw in new members. We are currently undertaking repairs to the side aisle roofs and up-date both the store room (known as the junior Church room) and basic cloakroom facilities to include an exhibition area. We have the funds to do this and have engaged a project manager to run this.

Our geographical location also provides its own challenges! The church is approximately one mile away from St Kenelm's Hall and the main village, at the furthest edge of the old village, with rather restricted access and lack of sufficiently close parking, especially for larger numbers, compounded in the summer months by the many visitors to the area.

We are being well served in the interregnum by local clergy, under the umbrella of the Witney Team Ministry. There is active congregation participation – servers, readers, intercessors, and occasional lay preaching. We have a sacristan, church cleaners, and flower-arranging team. We are currently managing a two-monthly rota, a weekly service sheet, and a web site [www.stkenelmschurch.co.uk](http://www.stkenelmschurch.co.uk) (updated monthly) – although this is about to become part of the Witney Parish Website.

We pray for our church and local community during this time, and for the person that God is preparing for future ministry amongst us here and in the wider community:

Lord, as we enter a new stage, may you give us open hearts,  
grace to grow in faith and prayer and help us to serve you  
in our local community.

Lord, bless and equip the person you are preparing to lead here.  
May they have vision and insight and a prayer-filled, pastoral heart  
to serve young and old alike in this community.

## **Minster Lovell village**

The village of Minster Lovell is made up of two parts, the old village where the church is situated, and the upper village where the majority of people live. The two parts are separated by the old A40, now the B4047. Approximately 1000 people live in Minster Lovell.

Old Minster is a pretty picture postcard Cotswold village with thatched cottages and Cotswold stone houses, and is very popular with tourists. It contains The Old Swan and Mill Hotel and Conference Centre. Along the edge of the old village runs the river Windrush, and there is a large green by the river which is used by the local cricket and football teams. It is an ideal place to picnic in the summer.

St Kenelm's Church is a medieval building constructed in approximately 1450, and behind the church are the remains of Minster Lovell Hall (known as "The Ruins") with its connections to Richard III through his minister Francis Lovell. Minster Lovell Hall is under the care of English Heritage, and the church benefits from the numerous people who visit it.

The upper village is well served by a Spar shop, two public houses, a post office and shop, a butchers, hairdressers and furniture shop. Fibre optic broadband is available in the upper village. There is an active

Methodist Church. The upper village has 27 listed buildings, these are Charterville Bungalows built in 1840 by Feargus O'Connor, a leader of the Chartist movement.

St Kenelm's Hall is under the control of the church but managed by an independent committee. It is well used by various local organisations, such as Mothers and Toddlers, The Historical Society, the Women's Institute and local craft groups.

A modern Primary - St Kenelm's Church of England (controlled) School - is situated in one of the small housing estates. The school currently has circa 101 pupils (maximum 105) split into four classes. There is a pre-school on the site. Good secondary schools are situated in Witney, Carterton and Burford.

Minster Lovell has excellent transport links, a very regular bus service to the nearby thriving and expanding market town of Witney, and to Oxford, under 20 miles away, where there are coaches running frequently to London. Heathrow is one hour away, and Gatwick one and a half hours.

The A40, on the edge of the upper village, runs from London to Wales. Oxford, Charlbury and Long Hanborough all have main line railway stations with direct links to London and the rest of the country. Witney has a community hospital, and Oxford major teaching hospitals.

The village of Minster Lovell is considered to be a very desirable place to live, crime rates are very low and we think anyone who comes here to live and work will find themselves in a very happy and safe environment.

## Ministry Team



Toby Wright,  
Team Rector



Ness Whiffin  
Team Vicar (1)



Joy Hance  
Associate Priest



Mark Thomas  
Associate Priest



Joanna Collicutt  
Associate Priest



Chris Howden  
Ecumenical Minister



Sally Wright  
Associate Priest



Sonia Gooderham  
Pastoral Assistant



Shuk Gant  
Pastoral Assistant



Ross Meikle  
Curate



Richard Young  
LLM

For more information on  
the team, please see the  
website –  
[www.witneyparish.org.uk](http://www.witneyparish.org.uk)

## The Parish of Witney

The ancient ecclesiastical parish of Witney covered the same area as the Anglo-Saxon estate, and consisted of the medieval borough of Witney and the townships of Curbridge, Hailey and Crawley. The present benefice and parish of Witney was formed in 1982 by a pastoral scheme that united the benefices and parishes of Witney and of Hailey with Crawley. A team ministry was established, to consist of a team rector and a team vicar, and a second team vicar was added in 1988. In 2000, the parish agreed to forego one of its vicars, so that another stipendiary minister could be added to the parish of Carterton. This second team vicar post would rejoin our team as a house for duty Team Vicar with this appointment. The parish consists (currently) of four churches: St Mary's, the parish church, and Holy Trinity Church in Witney, St John the Evangelist, Hailey with Crawley and St John the Baptist in Curbridge, which are chapels of ease. The parish of Minster Lovell remains a separate parish, but we are a united benefice.

The pattern of worship is very clearly Eucharistic. Within this there is wide variety from a small, informal congregation at Curbridge, to Hailey with their open attitude to exploring forms of worship, to the simplicity and dignity of Holy Trinity with their choir, to the larger concelebrated Parish Eucharist at Saint Mary's, with a developing choir and incense a number of times in the year. The practice of concelebration is an important aspect of our priestly unity within the team and the incoming Team Vicar would need to be supportive of this; building on Dom Gregory Dix's emphasis on both the collegial and universal aspects of eucharistic worship. Eucharistic vestments are worn across the parish and the Blessed Sacrament is reserved in Saint Mary's and Holy Trinity. The observance of Holy Week is growing as a central time of worship and fellowship within the parish (the Maundy Thursday supper leading into the Liturgy has been shared by over 100 people). Last year the Rev'd John Record led holy week. Previous preachers include Tom Butler, a former Bishop of Southwark, Rev'd Phil Sutton, a hospital chaplain and Br Joseph Emmanuel SSF.



