# DIOCESE Of Winchester(5

WINCHESTER SCHOOL OF MISSION

GROUNDSWELL COACHES

Role Description

Introduction

The Winchester School of Mission (WSM) is developing its Associate network of volunteer coaches to provide ongoing support, encouragement, and specific coaching related to lay ministry programmes and training that fall under the Groundswell framework.  Coaches are experienced and competent lay and ordained colleagues who will work with the Groundswell movement as they enable the Diocese to become mission-shaped in every aspect of its life.  The intention is to draw upon the existing skills, knowledge and experience that already exist in the Diocese, to assist incumbents in developing laity as they offer themselves as part of a Benefice Ministry Team.  Working in this way will enable the WSM to have a greater impact in serving the common good as well as modelling good collaborative principles of mission and ministry.  As a coach, we believe that you will also thereby nurture your own vocation and ministry, alongside the other benefits of being a volunteer Associate of the Winchester School of Mission.

Main Purpose of this role

The purpose of this role is to provide informed, passionate, contemporary, and ongoing support through coaching for people who have received training through Groundswell programmes and encourage participants to reflect on their learning, grow in their leadership and to be effective in implementation.

We are thankful for your expertise and experience, and we are glad that you are willing to offer it to others in this way.

You will be responsible to Senior Mission and Ministry Trainer, working with the WSM administrator, and on occasion to other members of the WSM.

Responsibilities

1. Offering informed and missional coaching to participants or teams post Groundswell training programmes, drawing on your experience and ministerial expertise.
2. To provide a supportive, relational, reflective learning environment.
3. With the approval of the incumbent (or Area Dean) to meet with either an individual, team or deanery as requested a minimum of two times a year post Groundswell training programmes.

* It is expected that coaching will happen via an online meeting platform such as Zoom or Teams.
* You are welcome to meet face to face if this is more practical for you, and you are within reasonable travelling distance.
* Coaching session dates and times should be mutually agreed between the coach/individual/team/ deanery to suit both parties.

1. To review, agree and establish action goals with the relevant incumbent, individual, team, or deanery (The coach will receive a copy of the participants learning outcomes and job description).
2. To pray both with and for the individual/team or deanery throughout learning programme.
3. Advising the Senior Mission and Ministry Trainer of further resources for deeper exploration of the coaching area concerned.
4. Feeding back your perspectives on the coaching, the material offered and anything else that will enhance the delivery of the programme and the formation of the participants.
5. Directing the team to new possible contributors to the programmes.

Person Specification

You will have:

1. Expertise in the area you are coaching;
2. A heart for mission and ministry and a willingness to help others reflect through a missional lens in line with the diocesan vision;
3. Relational skills which include being approachable and open to different viewpoints other than your own;
4. An ability to easily build rapport and generate trust;
5. Openness and active listening skills;
6. Self-awareness and enthusiasm;
7. An ability to share experience rather than advice and to enhance coaching skills;
8. A desire to see others be fruitful & move forward in their mission/ministry;
9. Responsibility, respectfulness, and commitment to do what is needed to make the coaching partnership succeed;
10. A rule of life, or pattern of Christian living, which supports your own discipleship (A Life-long learner who is prayerful and in tune to the Holy Spirit’s leading);
11. Intentional time and commitment to the person or group being coached;
12. Successfully completed two online safeguarding training programmes: Basic Awareness and Foundation. DBS certification is not required for this role.

Our commitment to you as a volunteer

We will:

1. Guide you in the work you do for the WSM, providing you with this role description for your work;
2. Offer mentoring support and developmental training for your role as well as a chance to offer feedback on the work you are involved in:

* Mentoring support can be provided twice yearly for new coaches to support them during their first year of coaching.
* Mentoring support can be provided as needed for any coach in an active Groundswell coaching relationship, where the coach would welcome advice and direction with regard to a specific situation or scenario where they feel out of their depth;

1. Offer you feedback on the contribution you provide and a forum for sharing skills and experiences;
2. Provide you with access to the Diocesan policies on health and safety, expenses, equal opportunities and safeguarding;
3. Reimburse your travel expenses in line with the appropriate diocesan process and policy, together with other benefits listed below.

Your commitment to the work of WSM

We encourage you to:

1. Keep/adopt your own rule of life in line with the diocesan rule of life;
2. Use your gifts skills and experience to contribute to how your role helps to deliver the diocesan vision and strategy, and to develop the work of the WSM, including attending consultation and feedback meetings;
3. Attend training to develop your professional skills and expertise;

* Attend an online Groundswell Coaching Briefing Session (1 hour)
* Attend an in person Informal Coaching Skills Workshop\* (6 hours) where appropriate.

1. Offer feedback to help shape and enhance the method, delivery, and content of the coaching process.

Your personal responsibilities

You should:

1. Maintain a high standard of confidentiality;
2. Preserve up-to-date training in safeguarding;
3. Be punctual and professional in the delivery of your role;
4. Engage with the review process of your role description.

This agreement is intended to provide a basis for you to volunteer as a coach of the WSM. It is not a legally binding contract, nor a contract of employment. It may be cancelled at any time by either party. However, either party would seek to give sufficient notice so as to cause minimum inconvenience.  By signing this agreement, you agree to the role description above.

**Signed by Coach** **Date**

**Signed by Senior Mission and Ministry Trainer**  **Date**

**This agreement will need to be reviewed on** **Date**