

MISSION AND MINISTRY TRAINER

Job Description

Context

The Diocese of Winchester seeks to further the mission of the Church of England to proclaim the good news of Jesus Christ afresh in each generation. The aim is to reflect the vision laid out in the 'Walking the Wessex Way' document.

Serving

Prioritising the common good. Being humble ourselves, looking to the needs of others, especially those on the margins and where their need is greatest. Paying attention to the local, within a care for the whole.

Learning

Open to ideas and the gifts of others in collaboration. Looking for mutual learning opportunities and growth in wisdom and excellence. Honouring the past whilst focusing on a sustainable future for all.

Growing

Recognising our potential both personally and for mutual flourishing. Seeking to equip and encourage others, enabling them for the challenges of this generation and beyond. Recognising and wanting to make best use of the experience, wisdom and talent across our parishes

Loving

Acting as good stewards of all that is entrusted to us. Respecting & valuing every person; seeing God's image in others. Engendering a sense of mutual care, community and interdependence.

These values connect with the national strategy of the Church of England to grow missional disciples including a commitment to become younger and more diverse. The Mission and Ministry Learning Hub is a central component the Diocesan strategy for Winchester to train and support licensed, authorised, and commissioned ministries to enable Christians from across the breadth of the diocese to flourish and grow in loving service of the church and their communities. Programmes include the Bishop's Permission to Preach and Bishop's Commission for Mission, and an introductory course for all interested learners. Led by the Head of Mission and Ministry, Revd Dr Amy Roche, the staff team also includes a Licensed Ministry Tutor, an IME2 and CMD Officer, a Mission and Discipleship Enabler, and 3 Administrators, as well as with close links to the Vocations Adviser and DDO.

Responsible to: Head of Mission and Ministry

Main Purpose: The Mission and Discipleship Enabler will support the vision and strategy for missionary discipleship and lay ministry within Winchester diocese. Working as part of the Mission and Ministry team, the role will develop, resource, and deliver training and formation opportunities for individuals exploring Christian growth, lay leadership, and ministry; the specific focus is making these programmes appealing and accessible to a greater range of contexts in the diocese (with respect to location, tradition, missional and congregational demographic, and in particular commitment to the 'Growing Younger and More Diverse' strategy. To this end, the purpose is to enable all Christians to be fruitful in developing in their own faith and gifting, and facilitate leaders seeking to grow and equip a breadth of lay ministries to support the growth and flourishing of churches across the diocese.

Hours: 35 hours per week, full-time

Salary: £40,144 per annum (Spine Point 12)

Terms: Permanent

Responsibilities and Purpose

As part of a wider Mission and Ministry Team, the Mission and Discipleship Trainer will equip and support lay ministers and all interested learners in their theological understanding, spiritual growth, and practical ministry skills. They will contribute to the teaching and worship life of the diocese, engaging with a breadth of Anglican traditions. There are three key aspects of the responsibilities in this role.

The first is, in communication with the Mission and Discipleship Enabler, to develop more contextual and locally based training contexts for existing and emerging learning and training programmes to facilitate more accessibility for parishes and benefices for which the diocesan offices are less accessible. This will involve working with strategic places identified in the South, Southwest, and North of the diocese to implement the vision to establish 'satellite' training centres. Initially this will focus on BPP (Bishop's Permission to Preach); BCM programmes (Bishop's Commission for Mission); and introductory theology and discipleship programmes.

The second is promoting discipleship and ministerial training through networking and intentional communications to accelerate efforts being made to equip a broader demographic of Christians with leadership skills in view of the diocesan and national Church of England vision and values to become 'younger and more diverse'. This will involve working collaboratively with the Mission and Discipleship Enabler, the Young Vocations

Team (team under development), and the Racial Justice Advisor, alongside other team members and also work with clergy to understand specific contexts of training needs arising. Success in promotions and 'recruitment' of more diverse Christians will require working with the COMs team to support effective use of social media to target younger audiences, facilitate fast updates of events, and identify opportunities for story sharing.

Thirdly, there is a responsibility to oversee, grow, and develop the network of Children, Youth and Families ministers/workers. This will include responsibility for organising, hosting and, where appropriate, delivering training at these events, and overseeing the BCM in Children, Youth and Families work. Part of the work will also be to support specific CYF workers including, where helpful, visiting them on site to encourage and advise them in their work and put them in communication with the network for mutual ongoing support. It will involve keeping up to date with the national initiatives for CYF to facilitate a connected approach. An important development in this aspect of the role will be to help implement a vision for more collaborative work with the Education Team to promote and help facilitate close working between churches and schools across the diocese.

Discipleship & Theological Development Key Responsibilities

1. Training Development and Delivery

- Design and lead engaging training sessions across formats, including foundational theology, discipleship, and missional leadership (e.g., Bishop's Commission for Mission, Bishop's Permission to Preach).
- Lead (or facilitate the practical arrangements for others to lead) worship and spiritual formation experiences that reflect the breadth of Anglican traditions.
- This includes planning, administrative work to communicate with the support of the team administrator, help setting up and hospitality and welcoming
- Evaluate and adapt training programmes based on participant feedback and diocesan needs.
- Support discernment conversations for those exploring BCM ministries including communication with incumbents.

2. Expanding Access and Local Contexts

- Develop and implement locally based training hubs ("satellite centres") in the South, Southwest, and North of the diocese to improve accessibility.
- Work flexibly to deliver particular training designed to support specific parish and benefice contexts.
- This includes planning and administrative preparations, and setting up, welcoming, and hospitality as required.

3. Promoting Discipleship and Diversity

- Work with the Young Vocations Team, Racial Justice Advisor, and COMs team to promote training opportunities to a broader demographic.
- Use social media and digital platforms to share stories, promote events, and reach younger and more diverse audiences.

- Offer and deliver Children, Youth, and Families (CYF) ministry support, including visits to parishes/benefices as needed.
- Oversee, support and develop the diocesan network of CYF ministers and volunteers.
- Organise and deliver training events, including BCM in Children, Youth, and Families work.
- Collaborate with the Education Team to strengthen church–school partnerships.
- Occasional input to support growing younger in other areas of MMT work, such as IME2 and CMD

Key Relationships

- Head of Mission and Ministry
- LMT Tutor
- Mission & Ministry Enabler
- LMT Academic Administrator
- IME2 and CMD Officer
- DDO and Vocations Adviser
- LLM and LLW, BPP & BCM ministers in training
- Link with SCRLP and potential member of subgroup

Person specification

Education and qualifications

The successful candidate should have:

1. A BA (Hons) or equivalent in theology is essential. An MA or higher degree in theology is desirable. Excellent level of English both spoken and written.
2. It will be a requirement of the appointment that the appropriate level of Safeguarding Training is completed along with Domestic Abuse and Safer Recruitment training along with:
 - a. Equality and Diversity
 - b. GDPR
 - c. Fire Safety Awareness
 - d. DSE for Home workers/office workers
 - e. First Aid refreshers
 - f. Office Health and Safety
3. A demonstrable commitment to continuing professional development.

Note: It will be a requirement of the appointment that our Safeguarding Training is completed up to the Leadership module level, along with GDPR training within the probation period.

Background and Experience

1. Experience in designing and delivering training programs in collaborative partnership with clergy and lay leaders is essential.
2. Demonstrated success in training, and supporting volunteer teams is essential.

3. Experience in developing and maintaining digital learning environments and online resources is essential.
4. Track record of evaluating learning outcomes and adapting training approaches based on participant feedback.
5. Experience in teaching theology and facilitating worship across diverse Anglican traditions.

Skills and Competencies

1. Digital competency including MS Office, Zoom virtual learning environments, and contemporary online engagement tools.
2. Demonstrated ability to handle confidential and sensitive information with the highest professional standards.
3. Strong collaborative abilities, with experience both leading initiatives independently and contributing effectively within team structures.
4. Exceptional relational skills and emotional intelligence, able to build rapport with participants and leaders across parish contexts and theological traditions.
5. Ability to integrate theological concepts with reflective practice in accessible and engaging ways.
6. Deep personal commitment to Christian discipleship and the Church's mission, with an understanding of how this is expressed across different Anglican traditions.
7. Excellent communication and teaching abilities with experience engaging learners of diverse backgrounds and learning styles.
8. Event management experience including planning, promotion, facilitation, and evaluation.
9. Ability to align training initiatives with broader diocesan priorities and the Church of England's national vision for ministry.
10. Comprehensive knowledge of Church of England structures, governance, and theological traditions.
11. A deep personal commitment to Christian discipleship and the Church's mission.

Additional Information

The role will involve travel across the diocese, with occasional evening and weekend commitments.

Other

1. A person who is already committed, or will commit, to the strategic priorities of Winchester Diocese.
2. A heart for mission and a passion to help others grow and develop in their Christian vocation and roles.
3. Current driving licence and access to a vehicle.

NOTES

The following general principles should be noted:

- a. This role will be based at The Diocesan Office, Old Alresford Place, Old Alresford, SO24 9DH. Working from home will be expected for 2-3 days per week.
- b. The post holder will also on occasion be required to travel about the Diocese, sometimes outside usual business hours and to remote locations; having access to one's own transport will be essential. The role holder must hold appropriate business use car insurance.
- c. An Occupational Requirement exists for the post-holder to be a practicing Christian in accordance with the Equality Act 2010.
- d. If the successful candidate is an Ordained Minister in the Church of England, a License or Permission from the Bishop will be sought. It will therefore be necessary offer the role on the basis of a satisfactory Enhanced DBS report and satisfactory CCSL.
- e. The post-holder will need to be willing to be Commissioned by the Bishop if they have no other formal licensing or authorisation.
- f. The role requires the post holder to regularly work on one evening per week, and some Saturdays and weekends throughout the year, dependent on need. Evening and weekend work will be considered part of the contracted hours. The role requires a flexible approach to working hours where working times vary according to the needs of the work including some evening and weekend work. The post holder will manage their own hours in accordance with the Working Time Directive through discussion with their line manager. Support in applying the WTD is available. The role holder will be required to keep a record of their working hours and share that record with their line manager on request.

- g. The role is offered on the basis of the post holder having a right to work in the UK.
- h. The Employer will be The Winchester Diocesan Board of Finance. As such the role is under the leadership of the Diocesan Secretary. WDBF policies and procedures are directly applicable to the role. WDBF Employee Terms and Conditions apply.

This job description and person specification is not an exhaustive list of tasks and responsibilities

.....
JD Agreed AR/SMB 29 July 2025