The Methodist Church – Bodmin, Padstow and Wadebridge Methodist Circuit

JOB DESCRIPTION Lay Pastor for Tubestation, Polzeath plus

other pastoral work in Methodist Circuit

JOB TITLE Pastor

HOURS OF WORK Full time 40 hours

TERM Permanent

SALARY 40 hours p/w £26,000 p/a gross

ALLOWANCES Reasonable mileage and necessary expenses as approved by line manager

USUAL PLACE OF WORK Tubestation, Polzeath

RESPONSIBLE This role is part of the Methodist Church,

and you will be employed by Tubestation - Charity 1126401 and you would report directly to the Methodist Circuit Superintendent.

(Rev Alistair Sharp)

JOB PURPOSE To shape and manage a growing, Christian, Spirit-filled community

To ensure the Tubestation is a place of extraordinary welcome to those for outside church fellowships

To complement and co-ordinate the mission work of the Tubestation café and weekly outreach

Provide pastoral structure and care as required

RESPONSIBLE FOR

Leading the pastoral and worship life of Tubestation

Devising Preaching programmes, with the Superintendent

Organising, overseeing, and contributing to weekly worship & hospitality on Sunday mornings – including identifying, mentoring and encouraging new leaders

To identify and organise, ‘mission’ events & programme, and run new and existing projects in order to serve the local community.

Discipleship programme of members,

Oversight of the children’s and youth work,

Management of the Mission budget.

Contribute to the overall Pastoral care of some other Circuit churches as required

KEY RESPONSIBILITIES

* Sharing the Christian Gospel in a manner that is consistent with the Circuit Mission policy and Tubestation values
* Managing volunteer relationships to create, manage and equip teams
* Visit the seriously sick and bereaved
* Building and maintaining relationships with local groups
* Delivery of sessions as required
* Attending Circuit management teams with Methodist church to co-ordinate work.
* Providing regular written and verbal reports of work progress

TERMS AND CONDITIONS

* Opportunities for study and for training will be provided.
* All reasonable expenses will be reimbursed
* There is a contributory pension scheme to which eligible lay employees will be auto enrolled. Lay employees who do not meet the auto enrolment criteria are eligible to join the scheme subject to certain provisions.
* At least one day free of responsibilities each week.
* 25 days statutory annual leave entitlement per year (pro-rata for part-time Workers).
* Appointment will be subject to a satisfactory Enhanced Disclosure & Debarring Service (DBS) disclosure.
* Appointment will be subject to satisfactory references
* Appointment will be subject to the satisfactory completion of up to six-month probationary period.

Signed ………………………………………… Lay Pastor

Date …………………………

Signed ………………………………………… Line Manager

Date …………………………