

**THE CATHEDRAL CHURCH OF CHRIST THE KING
ANGLICAN PARISH OF GRAFTON**



open doors ... open hearts ... open minds

POSITION DESCRIPTION

**ASSOCIATE PRIEST
(CHILDREN, FAMILIES & YOUTH)**

Background

The Anglican Parish of Grafton is a regional parish that serves several distinct local communities: Grafton, Copmanhurst, Lawrence, Southgate and Baryulgil. The main centre of worship is the Cathedral Church of Christ the King in Grafton, usually described as *Christ Church Cathedral*.

The Parish seeks to be a generous faith community centred around the person and teachings of Jesus, open to new insights from the natural and social sciences, and engaged with the wider community in compassionate action for the common good.

As the ‘mother church’ for the Diocese of Grafton, the Cathedral Parish serves the broader Anglican community on the Northern Rivers of New South Wales. As a Cathedral, it serves the civic community of Grafton and the Clarence Valley Regional Council. As a local Parish, it serves to form and sustain an active Christian community that engages in the five marks of mission identified by the sixth meeting of the Anglican Consultative Council in 1984:

- To proclaim the Good News of the Kingdom
- To teach, baptise and nurture new believers
- To respond to human need by loving service
- To transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation
- To strive to safeguard the integrity of creation, and sustain and renew the life of the earth

As a place of pilgrimage and prayer for people of different faiths and spiritual practices, we are a diverse community that welcomes everyone, regardless of age, race, sexual orientation or religion.

Acknowledgement of Country

We acknowledge the Bundjalung peoples, the traditional custodians of the lands on which the Cathedral Parish is located and we pay tribute and respect to their Elders both past and present.

Safe Church

The Anglican Parish of Grafton is committed to ensuring the safety of all people who interact with the Cathedral Parish, particularly children and other vulnerable persons.

Governance

The Cathedral Church of Christ the King and the Anglican Parish of Grafton operates in accordance with the constitution and ordinances of the Diocese of Grafton. The mission and ministry of the Parish is supervised by the Parish Council, with the Dean of the Cathedral and the Church Wardens as the public officers of the organisation. The Dean also works with and through the Cathedral Chapter in the promotion of the broader ministry of the Cathedral.

Dean of Grafton

The Rector of the Anglican Parish of Grafton is also the Dean of the Cathedral. The current Dean, the Very Reverend Dr Gregory C. Jenks, is the Eighth Dean of Grafton. He is responsible to the Bishop of Grafton and to the Parish Council for the mission and ministry of the Cathedral Parish, including the appointment, supervision and termination of all Cathedral staff and volunteers, subject to diocesan and parish regulations.

Position Summary

This is a fixed-term half-time appointment for a period of three years from the date of commencement. The position comprises half of a full-time fixed-term appointment as Chaplain to the Clarence Valley Anglican School (CVAS). The role of Associate Priest (Children, Families and Youth) is a distinct appointment, exercised under the supervision of the Dean of Grafton, and may include ministry with children, families and youth who are not associated with CVAS.

Major Areas of Responsibility

- **Children, Families and Youth** [1 day per week]: Take primary responsibility for Baptism ministry, including programs to enhance the faith of families, children and youth associated with the Cathedral. This may include the Cathedral Parish's involvement in local Special Religious Education (SRE) programs. Develop opportunities for families with children, and for youth to engage in the mission and ministry of the Cathedral.
- **Social Justice** [1 day per week]: Develop the Cathedral's engagement in social justice ministry, preferably with strong connections to the community service learning programs of CVAS.
- **Outreach** [1 day per week]: Outreach to those who identify as 'spiritual but not religious'. Development of events to foster non-traditional engagement with the Cathedral community. Collaboration with local indigenous people involved in the 'Big River Theology' project.

Knowledge/Skills/Experience

- Appropriate qualifications in theology and ministry.
- Good interpersonal and relational skills.
- Appropriate organizational and management skills.
- A knowledge of the history and culture of the Anglican Diocese of Grafton.
- A commitment to uphold the mission and ministry of the Cathedral Parish.

Key Challenges

- Working in flexible context with limited resources and ambiguous boundaries.
- There will be considerable overlap with the role of Chaplain at CVAS, and there may also be variations in time allocations to the respective ministry contexts due to the different needs of the School and the Cathedral.
- Relationships with a small team of paid and volunteer workers in the Cathedral, and with professional colleagues within the School.

Fundamental Requirements

- The position requires a person who is a member of the Anglican Church or another religious community whose beliefs and practices are not in conflict with the beliefs, culture and ministry of the Cathedral Parish.
- The successful applicant must be eligible for licensing by the Bishop of Grafton.
- A commitment to diocesan standards for safe ministry practices that respect and protect the safety and well-being of all people who interact with the Cathedral Parish, particularly the young and vulnerable.

Work Environment

- The Cathedral Parish seeks to provide a safe and supportive environment for all staff and volunteers.
- Appropriate facilities will be provided within the Cathedral buildings, and there may also be an office provided within the School.
- The duties of this position may require travel to locations outside of Grafton, including regional and interstate meetings.

Remuneration

- The remuneration for this position will be according to the diocesan regulations for payment of an Associate Priest, including allowances for housing and motor vehicle expenses.

Supervision and Performance Review

- The position reports to the Dean of Grafton. The Dean will be responsible for the induction, training, supervision and performance reviews.
- Upon first commencing in the position, there will be reviews at three months and six months to provide constructive feedback and to assist with the professional development of the Associate Priest.
- There will be an annual performance review on the anniversary of the appointment, with a focus on professional development, adjustment to workflows, and any changes to the primary responsibilities.
- The particular dynamics of working in a dual role across two collaborating ministry agencies will be explicitly addressed in these ongoing supervision arrangements, so that any issues of concern can be identified and addressed at the earliest opportunity.

CHRIST CHURCH CATHEDRAL GRAFTON



ASSOCIATE PRIEST (CHILDREN, FAMILIES & YOUTH)

SELECTION CRITERIA

- A person in good standing in the Anglican Communion or another compatible religious community, and with a demonstrated ability to work within an ecumenical context.
- Appropriate degrees or other formal qualifications in theology, teaching and pastoral ministry.
- Eligibility for a Working with Children clearance from the NSW Office of the Children's Guardian.
- Demonstrated knowledge and experience relevant to ministry in a K–12 school environment.
- Personal qualities that will support the successful fulfillment of the role.
- A capacity to embrace the history and culture of the Anglican Diocese of Grafton, and a commitment to uphold the mission and ministry of the Cathedral Parish.
- A commitment to diocesan standards for safe ministry practices that respect and protect the safety and well-being of all people who interact with the Cathedral Parish, particularly the young and vulnerable.

CHRIST CHURCH CATHEDRAL GRAFTON



ASSOCIATE PRIEST

(CHILDREN, FAMILIES & YOUTH)

DUTY STATEMENT

This statement is subject to amendment from time to time, as the needs of the Cathedral and School change. It will typically be reviewed as part of the annual performance review of the Associate Priest.

Ministry with Children, Families and Youth

Take primary responsibility for Baptism ministry, including programs to enhance the faith of families, children and youth associated with the Cathedral. This may include the Cathedral Parish's involvement in local Special Religious Education (SRE) programs. Develop opportunities for families with children, and for youth to engage in the mission and ministry of the Cathedral.

Social Justice

Develop the Cathedral's engagement in social justice ministry, preferably with strong connections to the community service learning programs of CVAS.

Outreach

Outreach to those who identify as 'spiritual but not religious'. Development of events to foster non-traditional engagement with the Cathedral community. Collaboration with local indigenous people involved in the 'Big River Theology' project.

Safe Ministry Practices

Obtain and maintain all professional standards as set out in the Faithfulness in Service requirements and undertake all relevant requirements for a National Police Certificate, NSW Working with Children clearance as well as on-going 'Safe Church' training.

Professional Engagement

The Associate Priest is expected to participate actively in opportunities for collaboration among other school chaplains and with clergy of the Diocese of Grafton. With prior approval, the time required for these commitments will come from the normal working hours of the position, with colleagues in the School and the Cathedral covering for these periods of absence.