



## Associate Vicar (0.5) of Gírlington, Heaton and Manningham

### ROLE DESCRIPTION

Role description signed off by Ven Dr Andy Jolley, Archdeacon of Bradford

Date: October 2025

To be reviewed 6 months from appointment and 3 yearly thereafter

### 1 Details of post

|                                               |                                                                                                   |
|-----------------------------------------------|---------------------------------------------------------------------------------------------------|
| Role title (as on licence):                   | Associate Vicar, Parish of Gírlington, Heaton & Manningham                                        |
| Name of benefices:                            | Benefice of St Philip's Gírlington, St Barnabas Heaton, St Martin's Heaton & St Paul's Manningham |
| Episcopal area:                               | The Episcopal Area of Bradford                                                                    |
| Archdeaconry:                                 | Archdeaconry of Bradford                                                                          |
| Deanery:                                      | Inner Bradford                                                                                    |
| Initial point of contact on terms of service: | Archdeacon of Bradford                                                                            |

### 2 Role Purpose

#### Specific

The person appointed will be licensed to this large parish and will be expected to work collaboratively under the overall leadership of the Rector in furthering the agreed vision for the parish. As well as sharing with the Rector in the typical aspects of ordained parish ministry, (s)he will have day-to-day responsibility for particular areas of ministry and / or geographic parts of the parish, as agreed with the Rector. Examples could be:

1. Sunday Congregation lead. Pastor and teacher in an amazing multi-cultural church. Working together with the team to make it intercultural. This would include pastoral follow up from Sundays and welcoming new arrivals to the Parish

2. Pioneer in Gírlington Church plant. St Philip's Church in Gírlington is home to 3 great community projects that are separate to our Parish. There is much work to do there as a 'Chaplain' to the site and the area. We could work more collaboratively. The building could become even more of a community asset, bring in funds and be a brighter light to the streets around.

3. We have dozens of Primary schools and a lot of Secondary Schools. Bradford is the 'youngest city in Europe' and so there is a huge amount more to do as a Schools/young people/Education lead in the Parish. At Easter 2024 our team delivered Easter assemblies to 3400 primary school children. But there are many we don't visit! How do we build on this amazing opportunity?

## **General**

- To share with the Bishop both in the cure of souls and in responsibility, under God, for "building confident Christians, growing churches and transforming communities";
- To have regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation including safeguarding;
- To build up the Kingdom of God in the parish of Gírlington Heaton and Manningham and more widely in the Diocese;
- To promote the health of the Church and its growth in numbers, in spiritual commitment and in service to local communities;
- To have regard to the Diocesan Strategy (see Appendix), including collaborating with others to develop a flourishing children and youth ministry within reach of every young person;
- To undertake any duties that may reasonably be required of the role.

## **3 Key Working Relationships**

- The Bishop of Leeds
- The Bishop of Bradford (with responsibility for the Bradford Episcopal Area)
- The Archdeacon of Bradford
- The Area Dean and Deanery Lay Chair
- The Deanery Synods and Clergy Chapter
- The Diocesan Office team, including the Human Resources Manager
- The Diocesan Mission and Ministry Team
- The Area Clergy Development Officer
- Clergy and lay colleagues
- Churchwardens
- The Parochial Church Council
- Ecumenical partners / Ministers of churches in the area
- Local community partners including schools.

## *Future*

- Local councillors and other civic leaders
- Head teachers of schools
- Leaders of other religious communities

## *Supportive:*

- Clergy Counselling Support

## 4 Health and Wellbeing

The Diocese of Leeds is committed to promote the wellbeing of our clergy and their households in terms expressed in the Church of England's Covenant for Clergy Care and Wellbeing. We also expect our clergy to manage their time well to ensure that they:

- Take a regular day off each week, trying to ensure that this includes the preceding evening and If the weekly day off is compromised for whatsoever reason, to take a day off in lieu;
- Take their full annual leave allowance each year (six weeks holiday plus Bank Holidays, or time in lieu of Bank Holidays);
- Pay attention to their spiritual wellbeing, including daily prayer and Bible reading, reading / learning in general, quiet days and an annual retreat;
- Build collegial relationships across the Deanery, Episcopal Area and Diocese;
- Engage fully with their annual Ministerial Development Review and Continued Ministerial Development and Education;
- Advise the Area Dean, Archdeacon or Area Bishop as early as possible of any health, stress or anxiety concerns;
- Engage in a continuous learning relationship (eg work mentor, spiritual director, peer group) which supports and encourages their ministry. The Area Bishop or Archdeacon can provide a directory of spiritual directors and mentors should this be required.

The Diocese of Leeds works with Health Assured, our Employee Assistance Programme, in delivering a confidential, professional source of support, including a helpline and counselling services, to its clergy and spouses.

Despite the reference to 'Employees', the programme provides services closely suited to the needs of clergy. Details can be seen at <https://www.healthassured.org/>

The HR team at Church House are also available to talk through any issues or questions. For further information, go to the diocesan website: <https://www.leeds.anglican.org/how-we-can-help/supporting-clergy/wellbeing-counselling-and-support-for-clergy/wellbeing-counselling-and-support-for-clergy> or ring this free and confidential helpline: 0800 028 0199.

## 5 Archdeacon's Comment

Our vision as the Diocese is about confident clergy equipping confident Christians to live and tell the good news of Jesus Christ. For all of our appointments we are seeking clergy who have a joyful and confident faith which has inspired a track record of church growth.

This parish is looking at new ways to evolve our mission and ministry. It is a relatively new "Superparish" that is the 7<sup>th</sup> largest in the country - a united Anglican parish of Girdlington, Heaton and Manningham with a ministry team which serves and leads the parish. The agreed stipendiary staffing for the proposed new parish comprises three posts: a full-time Vicar, a part-time Associate Vicar, and an Urban Pioneer Minister.

The Bradford Episcopal Area has some flagship examples of ministry in the inner city where those of the Muslim faith are in the majority. This particular post sits in the context of developing appropriate forms of worship, evangelism, mission and church for deprived

“presence and engagement” areas. As such it requires a priest with a pioneering mindset and a heart for this type of community.

Formed from the historic parishes of St Philip’s Girdlington, St Paul’s Manningham, St Barnabas Heaton and St Martin’s Heaton, this very large parish of over 52,296 people contains some of the most deprived areas in the country. It is in the top 2.5% most deprived in the country. Housing includes poor-quality private-rented homes, a large council estate, large family homes and semi-rural properties. Over two-thirds of the population is Muslim, mainly from Bangladesh and the Mirpur area of Pakistan. 76% are of Asian origin and 16% white (of whom significant numbers are from Eastern Europe). There are large numbers of young people in the parish (over half the population is under the age of 30 and one third under 18), while only one in eight people are over 60. Hence there are many schools – including two Church of England primary schools, numerous private Islamic Schools, Bradford Grammar School and Bradford Girls Grammar School. Considerable effort has gone into developing ministry in many of these schools.

In 2022, the PCC accepted the Bishop’s invitation to become one of six Resourcing Parishes in the Episcopal Area. This has brought Strategic Development Funding (SDF) from 2023 to 2027 to add resource to the parish and new investment in some areas of ministry.

The post comes with a half-stipend and housing, for which the post-holder will work Sundays and three other days a week. Given the part-time nature of this post, we are seeking a person who can inspire and develop others into ministry, leadership and responsibility alongside themselves, as well as work collaboratively and supportively with others on the ministry team.

The Deanery of Inner Bradford is comprised of parishes with a similar demographic to Girdlington Heaton and Manningham, many of whom are experimenting with mixing new approaches to worship and mission alongside inherited patterns. The new post-holder will therefore find a group of creative and supportive colleagues in the Deanery chapter, all of whom will be familiar with the joys and challenges that each other faces. We expect the new post holder to work with a spirit of generosity in sharing wisdom and insights about ministry within the Deanery of Inner Bradford, and across the Episcopal Area.

All new appointees in the Diocese are required to undertake:

- (i) the diocesan induction programme which includes diocesan training for safeguarding children and vulnerable adults,
- (ii) a course on presence and engagement in the context of other faiths, and
- (iii) the residential “*Leading Your Church into Growth*” course (LYCiG).

Leading your Church into Growth (LYCiG) and Jesus Shaped People (JSP) are two excellent initiatives born in the Bradford Episcopal Area and now adopted in other Dioceses. They have enabled church growth and developed confidence in congregations. Newly appointed clergy are required to book onto a LYCiG conference within 12 months of their appointment, and ideally to attend with some people from their parish. Experienced mentors and training are available to new incumbents to make the most of LYCiG and JSP.

The accommodation offered will be St Barnabas Vicarage, 29 Parsons Road, Heaton, BD9 4AY as detailed in the Parish Brochure. Prior visits, if necessary, can be arranged via the Archdeacon’s PA. Please contact [carmel.dylak@leeds.anglican.org](mailto:carmel.dylak@leeds.anglican.org)

## APPENDIX: Our Diocesan Strategy

### Barnabas Encouraging Confidence

The Diocese of Leeds is committed to building **confident Christians** who are part of **growing churches** and helping to **transform communities**.

As followers of Jesus, we are called to **share the Good News**, serve others and make a positive difference in our communities. To help us do this, we need to be **confident** in our faith, in our churches and in the future.

Over the next 10 years, we are focusing on four key areas:

- **Confidence in our Mission** – Helping churches understand their purpose and make the best use of their buildings, time, and resources.
- **Confidence in our Future** – Ensuring the diocese remains sustainable, effective, and well-prepared for the years ahead.
- **Confidence in our Leadership** – Supporting and equipping everyone who serves in our churches.
- **Confidence in our Witness** – Encouraging and empowering people to share the Good News of Jesus, especially with children and young people.

These **four pillars will guide everything we do from Church House**, helping us work together and support the diocese more effectively.

### What is Barnabas: Encouraging Confidence?

Barnabas: Encouraging Confidence is a strategy designed to **support churches in their mission**.

Diocesan teams (and we hope Churches across the diocese) are focused on ensuring their work supports increasing confidence in the 4 areas of mission, future, leadership and witness.

It goes even further through seeking and using additional funding from the national church to provide resources and targeted initiatives which can help churches to **grow, adapt, and thrive**. A dedicated **Barnabas Programme** team will oversee this, working with wider diocesan teams to ensure we get alongside parishes, offering guidance and practical support.

The name **Barnabas** is inspired by the early church leader who encouraged and strengthened others in their faith. In the same way, this strategy aims to **build up** and **equip** churches so they can

move forward with confidence.

As we step forward, we do so with a shared commitment to seeing our churches and communities flourish.