



**Associate Vicar (Mission Priest) for
Holy Trinity Bingley with St Wilfrid Gilstead and St Michael's Cottingley
(0.5 stipend)**

ROLE DESCRIPTION

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

Date: May 2025

To be reviewed 6 months from appointment and 3 yearly thereafter

1 Details of post

Role title (as on licence):	Associate Vicar of Holy Trinity Bingley w St Wilfrid Gilstead and St Michael & All Angels, Cottingley
Name of benefices:	Bingley Holy Trinity and Cottingley
Episcopal area:	The Episcopal Area of Bradford
Archdeaconry:	Archdeaconry of Bradford
Deanery:	Aire and Worth
Initial point of contact on terms of service:	Archdeacon of Bradford

2 Role Purpose

Specific

There are four particular priorities for the Associate Vicar (Mission Priest):

- a) To help the churches connect fruitfully in mission with their local communities. This will involve developing active and visible relationships within the communities in creative ways, both personally as an individual and also through the congregations, and to contribute with others to a vision for the parishes, and more widely for the place of the churches in Bingley and Cottingley. At Cottingley, this could include engaging strategically with the Community Centre, building on the strong links between the Centre and the Church (see below).

- b) To provide leadership which enables numerical church growth, sustaining and developing a 'mixed ecology' of a range of forms of church and worship to grow a wider diversity of ages and a more balanced gender mix in the congregations. This will involve working with the Priest-in-Charge to develop and implement a sustainable strategy for effective mission, ministry and styles of worship to reach out to both men and women, and also to families, young people and children in order to grow young people as Christians. It is expected that this will involve new initiatives alongside the current worship patterns.
- c) To build stronger, more confident lay ministry from the congregations, both in depth and numbers. This will include developing pathways for greater discipleship and increased lay leadership, and encouraging individuals to develop in their faith and use their gifts and talents. The incoming post-holder will therefore need excellent teaching, team building and team leadership skills.
- d) To help strengthen good working relationships between the parishes of Cottingley and Holy Trinity Bingley particularly, but also with All Saints Bingley and the Eldwick Church, and explore possible future pastoral reorganisation to ensure the Church of England has the best possible relationships with the town.

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 parishes of Bingley Holy Trinity and Cottingley St Michael 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);
- 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 this post, we are seeking an enabling leader with a track record of church growth, both numerically and spiritually, who has a joyful and confident faith. We want to appoint someone who loves Jesus and loves people, who can work with the congregations to reimagine ministry in the light of new opportunities, grow the churches, develop confident discipleship, and sustain and develop engagement with the local communities.

Cottingley is a single church parish of around 5,500 people. St Michael's Cottingley brings together a lively and growing congregation which is committed to following Jesus, and a strong engagement with the local community, particularly since 2008 through the adjoining purpose-built Cottingley Community Centre. St Michael's has seen significant growth in recent years, and there is real potential for still more. The congregation has thought through what it means to be 'Jesus Shaped' and Spirit-led at all levels of its life, worship and ministry. The church and the Community Centre are at the heart of the community of Cottingley. The Centre is therefore central to the church's engagement with the community, and the Priest in Charge chairs the Trustees.

The Parish of Holy Trinity Bingley has a population of over 7,000 people and two churches, Holy Trinity and St Wilfrid's. The parish is also home to Trinity All Saints Primary School, with which there is an excellent relationship. The parish has been faithfully served by the present incumbent for over 30 years. Often, after lengthy periods of continuous ministry from a previous vicar, there are searching questions - some new, some long-standing - that must be addressed, such as how much of the whole parish is being reached with the gospel and how to build greater financial strength. The answers to these questions often require considerable change, which needs to be carefully managed. Hence, in 2023, when a new Priest in Charge was appointed at Cottingley, she was also licensed as Associate Vicar for Holy Trinity Bingley. Since then, the parishes have been working together more closely and building links to enable a smooth transition towards becoming more united. Following the recent retirement of the Vicar of Holy Trinity Bingley, the Priest in Charge at Cottingley is now also Priest in Charge of Holy Trinity Bingley, thus taking the next step in deepening the unity and shared mission of the two benefices. The new Mission Priest will therefore have a supportive colleague who is keen to explore opportunities for mission in the parishes.

The Mission Priest's role is focussed on re-energising the mission of the churches and helping them to move forward to take on the challenges of re-energising and growing the existing congregations and planting new ones. There is no shortage of opportunities, and the new priest will need to prayerfully discern which ones to explore and develop.

More widely, we want to move towards an eventual single Parish of Bingley, learning from similar arrangements already in place in the nearby towns of Baildon and Keighley. Such a parish could include Cottingley and Holy Trinity Bingley, as well as the parish of All Saints Bingley and the Bishop's Mission Order and LEP in the village of Eldwick. All the churches that became involved would be expected to work together more coherently and share resources to enhance missional opportunities in the area. This role is therefore a step towards that vision.

The Deanery of Aire and Worth is comprised of parishes with a similar demographic to this one, many of whom are experimenting with mixing new approaches to worship and mission alongside inherited patterns. The new mission priest will 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 Aire and Worth, and across the Episcopal Area. Developing good working relationships with the other parishes of Bingley, and their clergy will be particularly important so as to ensure the best possible basis for exploring potential pastoral reorganisation and also to ensure the Church of England has the best possible relationships with the town.

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 the vicarage at 6 Woodvale Cres, Bingley, BD16 4AL 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

APPENDIX: Our Diocesan Strategy

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.