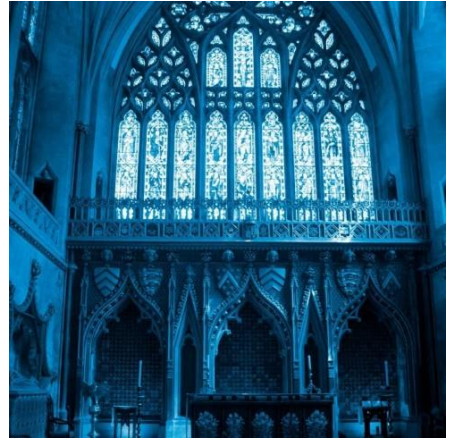
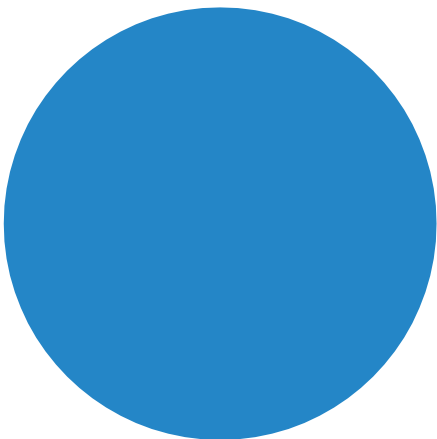
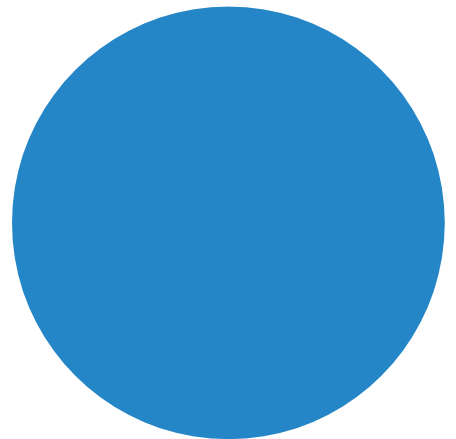
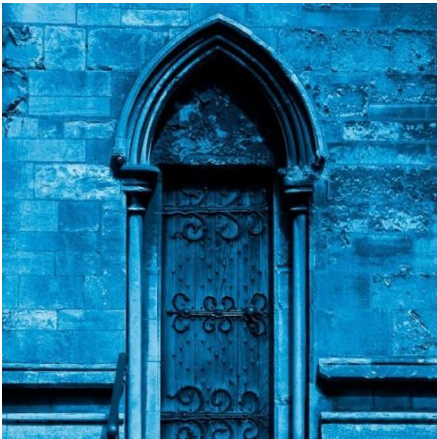
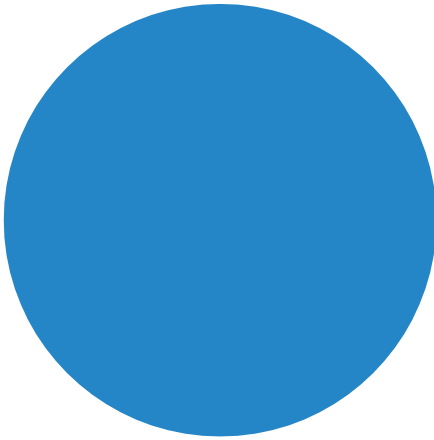




JOIN US AT THE
DIOCESE OF BRISTOL

APPLICATION PACK

Associate Minister
SSM
Bybrook Benefice



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OCTOBER 2023

Thank you for showing an interest in the role of SSM, Associate Minister in the Bybrook Benefice. The ten parishes of the ByBrook Benefice came together in February 2022 following a ten-year pastoral reorganisation. Though on paper the Benefice may appear new, the parishes have in practice been working together in various forms for well over a decade and we are seeking to grow our work together in Mission and Ministry. We are committed to the Benefice Vision of **'Together, sharing in Christ. Together, growing our communities'**.

You will be supported by a strong Team Council and a ministry team of Clergy, Licensed Lay Ministers, and Benefice Authorised Worship Leaders. This is an exciting time to be joining Chippenham Deanery as a proposal for a Mission Area Partnership moves closer to fruition.

This information pack is designed to provide an outline of the role, the skills and experience that we are looking for in the successful candidate for this role. As we await the appointment of the next Bishop of Swindon, we continue as a Diocese to live out our vision of **'Transforming Church. Together' – with God, each other, and our communities'**, across Bristol, Swindon, South Gloucestershire, and North Wiltshire. These are exciting times for us all, as we sense a real energy locally to reconnect with our communities and reignite our calling to be a Church for this and future generations. Our Diocesan vision, **'Humanity reconciled, creation restored.'** and our purpose **'To follow Jesus. To serve others. To transform communities'** in line with our values of **'openness, generosity, creativity and bravery'** is our response to what God is calling us to. This can be explored further at:

<https://www.bristol.anglican.org/visionandpriorities>

Thank you for taking the time to prayerfully consider this opportunity. If this is a role that excites you, and you believe that you have the necessary skills, experience, and motivation, we would very much like to hear from you and we look forward to receiving your application.

If you would like an informal discussion about the role, please do to get in touch with one of the contacts listed at the end of this pack. Please submit your application on the attached application form and do make sure you have also read our Applicant Guidance Notes.

Yours faithfully,

Marc

BYBROOK BENEFICE

We are ten churches brought together in a desire to grow Christian worship across our rural communities. We care passionately about our rural communities, and we want you to embrace that vision and grow with us.

We vary in size of church and congregation but share in a common vision to grow and develop our Christian mission. Our churches are at the centre of village life and act as a focal point for many of our local events. They provide support to all ages from toddlers to those in later life.

| STRENGTHS | CHALLENGES |
|---|---|
| <ul style="list-style-type: none"> • Our churches are at the heart of our rural communities. • We benefit from the active support of three dedicated Lay Ministers and two Benefice Authorised Worship Leaders. • The collaboration between members of the Team Council means that there is always a friendly supporting hand to help the smaller churches. • The grouping of the churches into three clusters enables collaboration amongst smaller groups for specific activities and services. • Our relationships with the two schools within the Benefice continue to grow and our monthly All Age Worship Service is held in one of the schools. | <ul style="list-style-type: none"> • Successful approaches in one church do not always translate to all the others. • Our governance structure has evolved over the last four years but still requires further enhancements. • Post Covid, it has taken a considerable amount of time and effort to draw people back into our worshipping community. • Encouraging parishioners to travel outside their own parish remains an on-going challenge. • The age dynamics of individual parishes means that not all have young people growing up in the church community. |

SSM, ASSOCIATE MINISTER

STATEMENT OF NEED

The Bybrook Benefice is looking for a Self-Supporting Associate Minister (SSM) who will support the local community in growing our Christian faith. This is a new position, and we are seeking someone who has a desire to play a significant part in supporting the development of an all-inclusive Christian community.

As we say in the Communion Service:

“We are all one body because we all share in the one bread”

The SSM, Associate Minister will work with the Team Rector and an existing Ordained Associate Minister, three Licensed Lay Ministers and two Benefice Authorised Worship Leaders. We have two schools within the benefice, both rated outstanding by Ofsted at their last reviews, and we are keen to continue to develop our relationship with them. We would like to see our churches remain as meeting places for all generations where people come to listen, learn, and share their experiences. Over the last five years we have continued to grow together and have the benefit of a modern central office with committed and well-functioning administrative support.

The SSM, Associate Minister will fill a vacancy that would enable the clergy to complement one another in the provision of services and pastoral care to the three ‘clusters’ comprised of the ten parishes.

We currently have a Team Council, comprising representatives of each of the parishes and the clergy which is supported by a part time Team Office Manager. It meets every two months and provides a forum for the sharing of information between the ministry team and the individual parishes. This is reinforced by our monthly All Age Worship service, All Together @ 4, where all the parishes and ages can come together to worship in one of the local schools.

We are constantly seeking new ways in which to engage with our local communities, to grow in faith together and to leverage the individual specificities of our varied rural communities. Ministry in Bybrook Benefice provides enormous insight into the lives and traditions of its rural roots whilst at the same time providing ample opportunity to develop a dynamic Christian community.

THE PATTERN OF WORSHIP

We offer a variety of services across the Benefice ranging from traditional BCP Communion to Songs of Praise and Family Services. We aim to always have at least one Communion service in each of the three clusters every week and we encourage our parishioners to participate not only in their own parish services but in those in the neighboring parishes as well.

As a Benefice which is grounded in the rural community we continue to focus on the traditional rural services of Plough, Lambing, Rogation and Harvest where the annual rhythm of rural life continues to be celebrated and thanks given for our crops and animals. Although Harvest is traditionally celebrated in every Parish, we come together to share the other rural services which provides an opportunity for all ages to celebrate our farming communities. Christmas, Easter, Harvest and Remembrance Sunday are popular times of the year with local schools and the village communities forming focal points for us each year.

On a monthly basis there is an opportunity for the whole benefice to come together for an All Age Worship Service, All Together @ 4 at one of our local schools where we have a Bishop's dispensation to provide Holy Communion during those occasions. The service begins with a welcome and gathering and concludes with food and refreshments and an opportunity to share in Holy Communion. The focus of this event is a time where all attendees can share a variety of experiences such as bible study, prayer, singing, and craft activities.

SNAPSHOT OF THE CHURCHES

WESTERN CLUSTER

ALL SAINTS' CHURCH, LITTLETON DREW

The church of All Saints' stands on a plot which has been a site of worship since before 700AD. The church sits in the heart of the charming village of Littleton Drew in an ANOB on the edge of the Cotswolds. The congregation was re-invigorated as a result of a very successful project to carry out essential repairs and maintenance and crucially to place the church back at the heart of the community. As a result, our monthly service is well supported by a congregation that is diverse in age and background and we also now benefit from renewed support of many residents at other events such as the annual church clean-up day, quiz and auction nights, community drinks, sloe gin competition and harvest suppers etc. In 2017, the Diocese made a short film celebrating All Saint's re-invigoration and community re-engagement which can be viewed here:

<https://www.youtube.com/watch?v=ldlxACBm8wI>

During the challenging Covid period, we managed to progress our project to restore our 3 mediaeval bells and augment our peal to 6. The new peal was dedicated by Bishop Lee, former Bishop of Swindon, in March 2022 and we now have a new influx of old and new residents from age 14 to mid 70s coming to church for bell-ringing training. We have also been joyfully surprised and entertained by the many bands of visiting ringers from all over the UK, keen to try out a new peal!

Please visit our page on the Bybrook Website [here](#) or contact Caroline Cook at bobbyandg@btinternet.com (07920 080809 / 01249 782787).

ST. MARY THE VIRGIN, BURTON

St Mary the Virgin sits in the heart of Nettleton and Burton with a vision to evangelise and re-invigorate the local community through a combination of services catering for both young families ("Service with a Smile") and the more traditional Communion services for regular church goers. We hold two services a month and also open our doors to the wider community through regular village lunches, and evening entertainment ensuring our 14th Century building has a 21st Century vibrancy welcoming all comers no matter what their background or belief.

We continue to develop and enhance our integration within the wider village community. Changes over the last decade have included a composting toilet and a display frame for our altar frontal that was selected as one of a Hundred Church Treasures in the Church of England.

ST. JAMES, NORTH WRAXALL

St James is a small, but beautiful 800-year-old church in the heart of the unspoilt village of North Wraxall. North Wraxall church is part of a thriving rural community, which not only supports the Church, but many other activities in the Parish. There are two regular services each month as well as the main celebrations during the year.

We benefit from the fact that the church is used by the secular Take 5 choir most Monday evenings for practice and we host their summer concert which raises money for charity. The choir also takes part in both the Remembrance service and the Carol service.

We also host 3 other concerts each year which are organised by a parishioner who has friends and contacts in the professional music world. The money raised after expenses goes to charity and the Church.

The village book club has become too big to meet in individual member's homes, so they now use the Church instead and meetings of other groups are also occasionally held there.

We are about to organise an animal service to hopefully attract more families to come along and bring their pets. Experience in other parishes indicates that this is popular with the younger villagers.

www.northwraxallparish.com

ST. MARY THE VIRGIN, WEST KINGTON

The church of St. Mary the Virgin, West Kington dates from the 13th Century. Protestant martyr Hugh Latimer was rector here from 1531-35. The church is very much the centre of the village community. It is always open for visitors and private prayer, and is approached through a farmyard (Church Farm). The village has a population of some 140 people including many young families.

We have an informal evening service on the first Sunday of the month and a Holy Communion service on the second Sunday of the month, both with increasing congregations. The evening service is more informal and can be a Celtic communion service (held outside in the Summer) or sometimes a Taize service. These services are followed by refreshments and this gives the community an opportunity to get together. Highlights in our church year are our Christmas services which include a "lessons and carols" service, Easter and our Harvest service and Harvest lunch. For these we have a full church. Other features of our church and village life are our "carols by tractor and trailer", Lent lunches and pancake racing. A large fund-raising cake sale takes place annually at West Kington Nurseries. These events are supported by the whole village. We also have a long tradition of fundraising and food donation in aid of Corsham Food Bank.

The village community is involved in maintaining the churchyard. This is carefully preserved as a wild flower and wildlife habitat and Duke of Edinburgh award candidates are often involved with the project.

MIDDLE CLUSTER

ST ANDREW, CASTLE COMBE

St Andrew's Church is set in the heart of the ancient and historic village of Castle Combe, standing to one side of The Market Cross and its origin dates back to the 12th Century.

The Grade One Listed Church contains many unusual features including an ancient faceless clock dating back to 1450, the superb monument of Sir Walter de Dunstanville, Baron of Castle Combe and many beautiful windows. Part of the old medieval screen still exists in the Knights Chapel.

The picturesque village of Castle Combe attracts many visitors from all over the world, who come to see the village and church and for this reason the mission of St Andrews extends not only to the community here in the parish, but to the wider world, making an interesting and important part of its life today. Open every day of the year, it provides a haven for all who worship or simply want to spend time in its peaceful interior with thousands passing through each year.

In addition to the regular services and festivals, the church draws many couples who wish to be married in this historic location. Also, community events such as the spring and advent fairs, concerts, exhibitions and other celebrations are dotted throughout the year, including important fund-raisers.

Recently, the northern slopes of the roof- nave and north aisle- have been refurbished, a "Make History Project" has provided a vestry, a kitchen extension with an accessible toilet, and has opened up and refurbished the Knight's Chapel. We now also have the provision of a tour guide via phone and wifi around the church, which has proven popular with our many tourists..

www.sites.google.com/site/castlecombewiltshire/home/st-andrew-s-church

ST. NICHOLAS, SLAUGHTERFORD

Slaughterford is a small parish of 22 homes with a permanent population of around 45, of whom about a quarter are children. We are lucky in that although not all the children are regular church goers they are normally quite well represented and are happy to read and participate in other activities which has enabled us to keep our congregation static since the 1880s.

The population is a rich mixture of ages and of experiences with the farming community still represented. Indeed, with the church located within a field we rely on the support of the farm for many of the activities we undertake. This year St. Nicholas celebrates two hundred years since its restoration from ruin and it is rewarding to see the amount of interest that this is attracting from members of the Benefice and those further afield.

We hold a monthly communion service, which is either an All-age service or Book of Common Prayer. Since Covid, whenever possible, our services are held in the churchyard which provides a less formal atmosphere and attracts dog walkers and their dogs in addition to the local congregation. We also maintain traditional rural services throughout the year, namely Plough, Lambing, Rogation, Harvest, and Nine Lessons and Carols at Christmas which attract attendees from the wider Benefice.

Our Country Fayre that raises money for the church, has celebrated our rural community including local craftsmen in addition to our farming community and attracts a wide range of contributors from the village and further afield. The church is always open for prayer and contemplation both for parishioners and for those walking the Macmillan Way that passes its gate. Within the village, there is a proven appetite for various forms of spiritual expression beyond the formal services and as our only communal venue serves a variety of purposes in addition to being the centre of Christian worship.

ST MARY THE VIRGIN, GRITTLETON WITH LEIGH DELAMERE

Grittleton is a small, rural village with its roots in farming and there is still an active working farm in the village. Residents are retired or commute to the nearby towns of Bath, Bristol or Swindon for work. Children travel to local villages for Primary school and to Chippenham for secondary education. The main street is dominated by the church building and Grittleton House, which is a popular wedding venue. As a result, we host about eight weddings a year.

The village has a modern, well-used village hall where classes are held for ballroom dancing, yoga and pilates. We also have a cricket team and there is a MUGA adjacent to the village hall which can be hired for tennis, netball or 5 aside football. The local pub is popular and well supported.

The church, which is situated in the centre of the village, was built in the 12th century, with Victorian additions and some interesting Italian panels. Our regular worshipping community is small, and we have two church services a month and a weekly prayer meeting. Harvest, Remembrance and Christmas services are well attended and there is an active team of Bellringers.

A second church at Leigh Delamere is placed in the care of the Historic Churches Trust, although the graveyard remains open for burials.

EASTERN CLUSTER

ST. MICHAEL AND ALL ANGELS, KINGTON ST. MICHAEL

Kington St. Michael has about 800 residents. The church is in the centre of the village which has a mixed age population who actively participate in the many social organisations available to them. Both our Sunday service and mid-week service enjoy regular support. We proactively support 'All Together @ 4' which provides an opportunity for us to worship together and build relationships across the benefice.

We host the Benefice Easter Sunrise Service on Tor Hill. On Good Friday, the location of 'All Together @ 4' transfers from Bybrook Valley School to Kington St. Michael Primary School, and is always well supported. Our seasonal services such as Christingle and Christmas Music and Carols attract large congregations approaching 140 worshippers.

We enjoy a close relationship with the school and would love to have capacity to respond to all the opportunities presented by having young people in the centre of the village. The school, which has been rated outstanding in its recent Ofsted and SIAMS inspections holds regular services and experiences in the church but this has not translated into additional attendees at our regular services. The school catchment area comprises a large part of Chippenham and so many of its children come from outside the local villages.

The church is well supported within the village, though recently the Friends of St. Michael and All Angels was wound down. The church building is in pretty good repair and we have recently altered the interior to provide better hospitality facilities and a toilet. We are fortunate too that our rotas of volunteers for tasks such as mowing, cleaning, flower arranging and bell ringing draw additional people into our church life.

www.kingtonstmichael.com

ST. MARGARET'S, YATTON KEYNELL

St Margaret's church in Yatton Keynell is the largest of the ten parishes and houses the Rectory. It has an active church which welcomes all ages from babies up to our more senior members. During the week there are various outreach projects including Tuesday Cafe, Toddler Group and Edward Bear. We have an active Bell Ringing group who are welcoming and training new members, a busy and very friendly flower arranging group and scope for more community-based activities. We have many supporters who help fundraise for us by holding monthly cake sales, annual cream teas, and safari suppers.

We share in Holy Communion on the first Sunday and on the second Sunday a group of lay volunteers runs 'Jesus and Me (JAM)' for younger children and their parents and carers who gather for bible stories, fellowship and worship. On the third Sunday we have an All-Age Worship service with an active music and planning group who aim to make it engaging and inclusive with a contemporary twist. We hold a mid-week morning communion once a month for our more traditional worshipping members.

Previous reordering projects have added a kitchen, moved the vestry, converted the old vestry into a toilet suitable for the disabled, upgraded the heating boiler and fitted an electronic organ, along with a full AV system and a hearing loop. We have a lovely contemplation garden which was created by a community group about 8 years ago and now have plans to make our churchyard even more environmentally sustaining, by creating wildlife areas. We aim to add a lightening conductor and further building improvements as funds permit. We are proud that we have recently passed our triennial inspection with flying colours and are hopeful that our quinquennial will not present too many issues in October 2023. We have a well organised PCC and have recently welcomed three new members.

St Margaret's has played host to a benefice Bible Society 'Bible Course' that gave birth to a study group that grew on Zoom during the pandemic and continues to meet regularly. It has also hosted Youth Alpha and Alpha that have both led to confirmations and we plan for this pattern to be repeated around the Benefice.

A copy of our Church Annual report can be found on the Bybrook Benefice Website <https://bybrook.org.uk/>.

Yatton Keynell <https://www.yattonkeynell.com/> is the largest of the ten parishes within the Bybrook Benefice, a famous milestone in the village centre near the Market Cross boasts we are 97 miles from Hyde Park Corner. The latest official population figures being 825 in 2011, however since then there have been two new housing developments Drovers Green (Eaton Gate) and Phillips Grove amounting to another 40 houses some with mixed socio-economic provision. It

also hosts the By Brook Valley Church of England Primary School
<https://www.bybrookvalleyschool.co.uk/>

The village also boasts a Pub called The Bell Inn, as well as a local shop with Post Office facilities and cafe. The village is very sociable with the church taking part in Annual village fund raising activities such as the Summer Fete and Christmas Market. There is a Brownie group, an Under 5's pre-school group in the Village Hall every day 8 am to 5pm and weekly fitness activities such as Keep Fit, Ballroom dancing, and Table Tennis. There is also an active Youth Club. Yatton Keynell is home to many cyclists who benefit from weekly use of the Castle Combe Racing Circuit, in addition to walkers with their dogs who enjoy the beauty of the surrounding countryside.

ST. NICHOLAS, BIDDESTONE

St Nicholas is a modest medieval church serving a quintessential English village since Saxon times. The box pews and the west gallery have been built over the years and a small kitchen/WC extension added in the 1990s.

Recently the chancel roof has been repaired and the 13th century bell cote and bells restored with financial help from the Friends of St Nicholas. Indeed, at a recent service, one of the congregation said he had been 'Summoned by Bells'.

We had an exciting event where the children jumped over the weather vane after it had been restored and before it was put back on the roof. Our latest project, for which we are in the process of applying for a Faculty, involves reordering the back of the church to allow more space for children's activities and socializing.

Events include an Advent Supper held in the Church to which members of our neighbouring villages are also invited. We also receive a donation from the annual Village Fete. Like all churches, we were affected by the pandemic. We are a Fairtrade Church and there is a hope that the weekly coffee mornings will start again soon.

Our monthly services are Evensong on 1st Sunday and Holy Communion on 3rd Sunday morning of the month. On the 2nd and 4th Wednesday mornings there is a service at 9.30 a.m. This is Holy Communion on 2nd Wednesday and Morning Prayer on the 4th and includes prayers for the suffering. The Christmas Carol Service and Christmas Day Service are well attended and are deemed an important part of village and church life. We also enjoy singing carols around the Christmas Tree on The Green when we raise money for charity.

FINANCES

BY BROOK GROUP RECEIPTS AND PAYMENTS

09/06/2023

| | Actual 2023 | Budget 2023 | Actual 2022 |
|--|--------------------|-----------------|--------------------|
| | £ | £ | £ |
| GENERAL FUND | | | |
| Receipts | | | |
| Parish Contributions | | | |
| Biddestone | 331.00 | 1,522 | 930.00 |
| Castle Combe | 1,209.00 | 2,418 | 2,559.00 |
| Grittleton | 1,424.00 | 1,424 | 1,507.00 |
| Kington St Michael | 200.00 | 800 | 800.00 |
| Littleton Drew | 233.00 | 233 | 246.00 |
| Nettleton/Burton | 0.00 | 777 | 822.00 |
| North Wraxall | 0.00 | 1,230 | 1,311.00 |
| Slaughterford | 529.00 | 529 | 560.00 |
| West Kington | 1,688.00 | 1,688 | 1,787.00 |
| Yatton Keynell | 1,146.96 | 2,167 | 2,300.76 |
| Total Parish Contributions | 6,760.96 | 12,787 | 12,822.76 |
| Fees | | | |
| Total fee receipts | 12,828.00 | 31,000 | 32,960.65 |
| Less: paid to Diocese | 0.00 | (9,300) | (8,493.00) |
| Less: paid to PCCs (incl verger/heating fees) | (5,583.50) | (13,330) | (14,419.50) |
| Less: paid to organists/others | (336.00) | (500) | (1,099.00) |
| Net fees retained to fund Group expenses | 6,908.50 | 7,870 | 8,949.15 |
| Other Receipts | | | |
| Other - Contributions/donations | 47.46 | 0 | 53.59 |
| General Donations | 131.65 | 0 | 1,290.28 |
| Photocopying | 0.00 | | 0.00 |
| Total Receipts | 13,848.57 | 20,657 | 23,115.78 |
| Payments | | | |
| Office Premises (rent/tel/electricity) | (2,196.32) | (5,962) | (5,064.77) |
| Salary of Manager / employment costs | (4,973.45) | (12,044) | (10,576.97) |
| Office supplies, furniture, banking, employers liability insurance | (1,460.51) | (1,575) | (1,483.27) |
| Clergy and LLM expenses | (853.90) | (3,150) | (1,773.71) |
| Worship resources | (431.01) | (787) | (907.34) |
| Refund of surplus to PCCs | 0.00 | | - |
| Other - creating connections/licensing etc | (122.16) | (808) | (451.69) |
| Total Payments | (10,037.35) | (24,326) | (20,257.75) |
| Surplus/(Shortfall) | 3,811.22 | (3,669) | 2,858.03 |
| Opening balance | 9,173.94 | 9,174 | 6,315.91 |

| | | | |
|-----------------------------|------------------|--------------|-----------------|
| General Fund Balance | 12,985.16 | 5,505 | 9,173.94 |
|-----------------------------|------------------|--------------|-----------------|

RESERVE FUND

| | | | |
|------------------------------------|-----------------|--------------|-----------------|
| Opening balance | 5,000.00 | 5,000 | 5,000.00 |
| Transfer from General Fund Balance | 0.00 | 0 | 0.00 |
| Income | 0.00 | 0 | 0.00 |
| Expenditure | 0.00 | 0 | 0.00 |
| Reserve Fund Balance | 5,000.00 | 5,000 | 5,000.00 |

| | | | |
|------------------------------------|------------------|---------------|------------------|
| Discretionary Funds Balance | 17,985.16 | 10,505 | 14,173.94 |
|------------------------------------|------------------|---------------|------------------|

OFFICE MOVE

| | | | |
|---------------------------------|-----------------|-----------------|-----------------|
| Opening balance | 4,331.18 | 4,331.18 | 4,331.18 |
| Match funding from General Fund | | | |
| Income | 2,749.50 | | |
| Expenditure | (6,020.63) | | 0.00 |
| Office Move Balance | 1,060.05 | 4,331.18 | 4,331.18 |

MISSION FUND / All Together at 4

| | | | |
|-----------------------------|---------------|---------------|---------------|
| Opening balance | 309.00 | 309.00 | 139.23 |
| Income | | | |
| Transfer from General Fund | 0.00 | 0.00 | 0.00 |
| Donations - All together @4 | 76.15 | 0.00 | 169.77 |
| Expenditure | 0.00 | 0.00 | 0.00 |
| Mission Fund Balance | 385.15 | 309.00 | 309.00 |

THE ARK

| | | | |
|----------------------------|---------------|---------------|---------------|
| Opening balance | 457.22 | 457.22 | 457.22 |
| Income: | 0.00 | | 0.00 |
| Transfer from General Fund | | | |
| Donations | 0.00 | | 0.00 |
| Expenditure | 0.00 | | 0.00 |
| Ark Fund Balance | 457.22 | 457.22 | 457.22 |

| | | | |
|--------------------|------------------|------------------|------------------|
| TOTAL FUNDS | 19,887.58 | 15,602.18 | 19,271.34 |
|--------------------|------------------|------------------|------------------|

| | |
|--------------------|-------------------|
| | Actual |
| | 09/06/2023 |
| BALANCES | £ |
| CAF | 21,325.82 |
| Cash | 43.39 |
| TOTAL FUNDS | 21,369.21 |

OUR CLERGY

MARC TERRY

Team Rector

I joined Bybrook Benefice in 2018 moving from a mission priest role of three parishes to a benefice of ten parishes with a mix of contexts and communities.

I love the variety of ministry in this beautiful part of the world and the opportunity that comes from such a broad range of churches living and breathing together. Bybrook is committed to working ever closer together, with people from different communities sharing what they have in common for God's glory.

I am married to Shelly, and we have a daughter, Phoebe. When we can, we love roaming the countryside and finding the many establishments that serve coffee and cake!



GILLIAN PARKIN

Associate Minister



Having received a late call to ministry I trained initially as Lay Minister but was not licensed. I went on to study at Trinity College Bristol and was subsequently ordained.

I know and love the Bybrook Benefice having lived here for most of my life, and it is a privilege to serve the community here. My present role focuses on the provision of Holy Communion services across the Benefice. While I feel that this is my true vocation, I do enjoy more informal services when the opportunity arises.

OUR LAY MINISTRY TEAM

ALISON FLINT

I am a Licensed Lay Minister with Bishop's Permission to Officiate (licensed in 1998). I live and worship in Biddestone, but also enjoy taking services in other parishes, principally Kington St. Michael, Grittleton and Castle Combe. I regularly conduct Funerals, including the occasional one outside the Benefice, and see this as an important part of my ministry. When requested I also take Home Communion to the housebound, which is a great privilege.



DIANE ROSS-SMITH



Now PTO, I have been a Licensed Lay Minister in ByBrook Benefice for over 10 years, during which time I have enjoyed visiting all 10 churches. I have the pleasure of taking the monthly service at Littleton Drew, the Remembrance Service at Castle Combe and several Christmas services in my home parish of Biddestone, including Jesus' Birthday Party. It is my privilege to have taken funerals in many of the churches. I represent the Chippenham Deanery in the Wiltshire Historic Churches Trust.

MIKE KING

I am one of the three Readers (now called LLMs) from the Benefice who were licensed together at Bristol Cathedral in 1998.

I have thoroughly enjoyed the challenges and freedom to take a wide variety of rural services across different parishes including Sunday services, funerals and home communions by extension.

I am currently a bell ringer at Grittleton and Nettleton and am the editor of the Honeycomb, our monthly By Brook Community magazine.



TEAM OFFICE MANAGER

CLAIRE CAMPBELL



I feel incredibly privileged to work in the office and see it as part of my ministry to the Bybrook Benefice. Working closely with both the ordained, lay ministers and Authorised Worship Leaders and Churchwardens is a real joy.

As well as working with the Bybrook Team I also have the pleasure of being the point of contact for most external enquiries, including for baptisms, weddings and funerals. Whilst I enjoy all aspects of my role, I particularly appreciate being there to support all the wedding couples as they prepare for their big day.

OUR BENEFICE WORSHIP LEADERS

PATRICK SHERVINGTON



We have been lucky to benefit from the desire in the Benefice to encourage and support those who wish to grow their Christian faith and support others who are on the early stages of growing their faith.

The Benefice Worship Leader Course was born from a two-fold response to affirm and support people in their gifting at leading worship and a wider need to allow for growth in churches that need that extra support of people leading worship.

A benefice worship leader is able to lead a Service of the Word (non-communion) with a reflection.

This new form of ministry has enabled us to be flexible as a Benefice and is part of a broader Deanery initiative to grow our Christian community.

MARJE CAIE



OUR SCHOOLS

We have two schools in the Benefice both rated “outstanding” by Ofsted: Bybrook Valley Primary and Kington St Michael.

BYBROOK VALLEY CHURCH OF ENGLAND PRIMARY

By Brook Valley has been a Church of England Academy since 2012. The governors are appointed as directors to the By Brook Valley Academy Trust; three are nominated by the Diocese. The school is proud of its link with the Bybrook Benefice and clergy; members of the church community regularly lead collective worship including Open the Book within the school and also support through other volunteering roles such as reading.

During the year the children visit churches across the benefice for seasonal celebration services such as Harvest, Easter, Christmas and the Year 6 leavers service. Each year the church hosts an Experience Church Day for all Key Stage 2 children, run by the Ministry team and church Volunteers. The school also provides a venue for the monthly ‘All Together @ 4’ intergenerational service. In 2019 the school and benefice were awarded a School Partnership Award by Bristol Diocese in recognition of their supportive and close working relationship.

www.bybrookvalleyschool.co.uk

KINGTON ST MICHAEL SCHOOL

The children and staff at Kington St Michael CE School decided together what it meant to be a church school. “We looked at what it meant to be a Christian and a member of the Church of England and took from it what we thought was relevant to our school.

Our Collective Worship may take a range of forms such as celebrating success, welcoming members of the clergy or sharing work with others. We focus on a different Christian Value each term. The older children plan and deliver their own Collective Worship to their class and other children. Our Worship Council also leads Collective Worship during the year.

Through Collective Worship, we aim to give the children opportunities to:

- Recognise the place a Christian faith has in the lives of people
- Develop a sense of wonder, awe, curiosity and mystery
- Understand the difference between right and wrong and the consequences of their actions for themselves and for others

- Be creative, questioning and imaginative within a broad Christian framework that recognises the importance of experience, personal values and respect for the beliefs of others
- Recognise, respect and celebrate cultural diversity.

More information on the school can be found at:

<http://www.kingtonstmichaelschool.co.uk/default.html>

A WELCOME FROM CHIPPENHAM DEANERY!

A Welcome from Chippenham Deanery!

Thank you for considering the role of SSM Associate Minister in the Bybrook Benefice. We hope you will feel enthused by all that is already happening in this group of ten churches and village communities, where priestly ministry is supported by able Lay Ministers and church members.

Chippenham Deanery has seven incumbents overseeing the seven Benefices, alongside our SSM and Lay Minister colleagues. Together we minister in a mix of town and village churches, surrounded by beautiful countryside on the edge of the Cotswolds. We are a small deanery and know each other well, helping each other where we can. We are looking forward to welcoming a new SSM Associate Minister to join us in our shared mission and in our regular chapter meetings.

Nearby, Chippenham town is broadly in the centre of Bristol Diocese and within easy reach of the M4 linking us to the Bristol and Swindon Deaneries. Chippenham is the largest town in Wiltshire and is a historic market town, as is nearby Corsham. The motorway and railway in Chippenham mean there are excellent transport and communication routes and so the area is popular with many who work in Bath, Bristol, Swindon, and even London, but there are also local employment opportunities through industry, business and services.

In the Deanery we have seven church schools, two of which are within this post. The three Secondary schools in Chippenham are highly regarded and provide good quality education, with Wiltshire College in Chippenham offering Further Education opportunities. As well as offering education choices these schools are mission opportunities to reach our young people and their families!

The Bybrook village communities are attractive, vibrant and welcoming, with good walks in the surrounding countryside - all of which attracts visitors to the parishes and the proximity of Bath is a further draw!

I hope you will be inspired to join us here in mission and ministry and enjoy this beautiful part of the country.

Yours in Christ
Revd Canon Sally Wheeler,
Area Dean of Chippenham
marshfield.benefice@gmail.com

ROLE DESCRIPTION

| | |
|-----------------------------------|-------------------------------|
| Role Title (as on licence) | Associate Minister SSM |
| Name of Benefice | Bybrook |
| Archdeaconry | Malmesbury |
| Deanery | Chippenham |

ROLE PURPOSE

CONTEXT

To play a distinctive and intentional role in creating communities of wholeness with Christ at the centre, advancing the mission, Church and Kingdom of God, by:

- Sharing the “cure of souls” with the Bishop and exercising spiritual leadership as part of a team
- Leading the Church in mission and encouraging it to grow in commitment, partnership, influence and numbers
- Releasing the energy and gifts of the whole people of God
- Exercising a pastoral, sacramental and teaching ministry within the Church and community, assisting the incumbent and the Team Council and Ministry Team in day-to-day pastoral care
- Sharing responsibility with the incumbent for sacramental services.
- Developing their own ministry within the group, exploring how their talents and gifts might expand the kingdom of God within the Bybrook Benefice

NOTE: The anticipated time commitment will be 16-20 hours per week, equivalent to Sundays plus 1 day per week. There is room to negotiate in either direction depending on the availability of the candidate.

RESPONSIBILITIES

1. LEADERSHIP IN MISSION

- Assist in leading the church communities in developing their aspirations for mission and growth
- Assist the team in its appropriate response to Transforming Church Together, the proposed deanery Mission Area Partnership and ensure the churches implement and build on their plans for mission
- Encourage and build partnerships between schools, community groups and external organisations who share the church’s aspirations.

2. TEAM LEADERSHIP AND MINISTRY DEVELOPMENT

- Full participation in the Team Council
- Accountable to the Rector and working alongside the Office Manager, and ministry leadership team comprising Associate Minister, Curate, three LLMs and two Benefice Worship Leaders
- Joining in as appropriate with the MLT and the staff meeting.

3. LEADING WORSHIP

- Lead worship thoughtfully, competently and confidently
- Work with others in planning and conducting a programme of worship that reflects the church's vision within the context of the Benefice, that inspires and challenges, and that makes full use of a variety of available resources
- To share in the leadership of Communion, Baptism, Marriage and funeral services.

4. ENCOURAGING DISCIPLESHIP

- Identifying, encouraging and developing gifts for ministry in the parishes
- Preach the good news of God's Kingdom to encourage the development of mature faith, adapting style and content for different occasions and purposes
- Work with others to ensure opportunities for learning that develop faith and discipleship, including All Together @ 4 'AT@4' (AT@4 is a service in a school that combines craft, bible study, prayer, worship, choir practice with hospitality and food in different zones around the school at the same time, concluding with Holy Communion) and Alpha
- Challenge church members and the wider community to give generously as a response to God's generosity and to further the Church's mission.

5. ADMINISTRATION AND PARISH ORGANISATION

- Work in collaboration with the Team Council, PCCs and Wardens to ensure effective organisation and godly stewardship of the individual parish's resources
- Affirm and abide by national, diocesan and parish policies and legal requirements.
- Safeguarding Children and Vulnerable Adults is everyone's responsibility, and all office holders are required to act in such a way that at all times safeguards the health and wellbeing of children and vulnerable adults. Familiarisation with, and adherence to, the appropriate organisational Safeguarding Policies and any associated guidance is an essential requirement, as is participation in related statutory training. All office holders must ensure that they understand and act in accordance with this clause.
- Ensure good communication within the parish/es and relay key messages from the deanery, diocese and national church.

6. PASTORAL CARE

- Work with the Rector to identify pastoral care needs and develop appropriate structures and skills to respond to and meet those needs in the individual parishes
- Ensure that appropriate support is offered to those in need of pastoral care, including baptism and marriage preparation, care to the sick and dying, bereavement, and individual support and visiting.

7. MINISTERING IN A WIDER CONTEXT

- Play a full part in the life of the Diocese and Deanery, including Deanery Chapter and Deanery Synod.

8. SELF-DISCIPLINE, SPIRITUAL, DISCIPLINED AND OWN DEVELOPMENT

- Give continual attention to own personal, spiritual and professional development
- Participate in Ministerial Development Review and undertake Continuing Professional Development appropriate to a retraining role.
- Maintain professional boundaries
- Develop and maintain a prayerful spiritual life with appropriate support networks
- Follow a pattern of life that allows the personal, family and spiritual aspects of life to flourish alongside the demands of ministry.

PERSON SPECIFICATION

QUALIFICATIONS

- An ordained priest within the Church of England, or a Church in communion with it,
- or a Church whose orders it recognises
- DBS enhanced clearance
- Satisfactory completion of Initial Ministerial Education.
- If suitability and experience allows it may be possible for the Associate Minister to be licensed as a Team Vicar, for which the candidate will need to be designated at selection or Candidates' Panel as Incumbent Status (post 2009).

PERSONAL QUALITIES

- A developed and maintained prayerful spiritual life
- Personable and approachable
- Collaborative and consultative
- Discreet and able to maintain confidentiality
- Exhibits self-awareness and confidence

- Learns from experience and constructive feedback
- Resilient

ESSENTIAL SKILLS

- Efficient and organised
- Diligent and persistent
- Reasonable working knowledge of IT (e-mail and basic document processing)
- Good communicator
- Recognises, respects and enforces boundaries
- Articulate and able to communicate in a wide range of settings
- Ability to handle conflict effectively
- Ability to sustain healthy relationships
- Regular study and theological learning
- Willingness to have a mentor, coach, work consultant and/or spiritual director

DESIRABLE EXPERIENCES AND COMPETENCIES KNOWLEDGE AND OWN DEVELOPMENT

- Understanding of team dynamics
- Understanding of leadership practice
- Willingness to take responsibility for and commitment to own personal and professional development

OTHER ESSENTIAL REQUIREMENTS

- Ability to drive and access to a car on a predictable basis
- Willingness to serve in a variety of worship traditions – from BCP to ‘liturgy-lite’ styles.

THE DIOCESE OF BRISTOL

The Diocese of Bristol is the Church of England across Bristol, South Gloucestershire, North Wiltshire and Swindon. There are 30,000 people worshipping regularly in more than 200 churches, led by hundreds of clergy who we train and provide. Around 15,000 children and young people attend our 69 church schools, while chaplains serve in institutions across our region.

The Diocese of Bristol is presided over by the Bishop of Bristol, Rt Revd Vivienne Faull. Following the retirement of Rt Revd Dr Lee Rayfield in April 2023 the position of the Suffragan Bishop of Swindon will be filled by the Venerable Neil Warwick, currently Archdeacon of Bristol. The bishops are supported by the Venerable Christopher Bryan, Archdeacon of Malmesbury and the Archdeacon of Bristol.

Bristol Diocese is in an exciting time of 'Transforming Church Together' with a vision of 'Humanity Reconciled, Creation Restored' through a Spirit of openness, creativity, generosity and bravery.

The Diocesan Support Services exist to support our identity, vision and priorities. Based at the Diocesan Office to the north of Bristol and made up of 50 employees and volunteers, we serve ministers, parishes and schools by expressing vision, strengthening relationships, empowering people, maximizing resources and developing structures. We offer training, consultancy, advice in a range of areas, highlight and share best practice across the Diocese and manage different aspects of the life of the Diocese. Come and join a strong and committed team!

CONTACT

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The Bybrook Benefice Office
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Yatton Keynell Village Hall,
Biddestone Lane,
Yatton Keynell, SN14 7FD

[01249 782704](tel:01249782704)

(The office is open Tuesday – Thursday 9am-1pm.)

Online

www.Bybrook.org.uk



Bybrook Benefice