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# Head of Clergy Development

## Information for Applicants

### June 2025

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# A Message from Bishop David

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Welcome and thank you for your interest in the role of Head of Clergy Development.

Across the Diocese of Manchester, we are committed to nurturing the vocation of all God's people, lay and ordained. In alignment with the Church of England's national vision, we share a commitment to see every Christian in Manchester "envisioned, resourced, and released to live as disciples of Jesus Christ in every aspect of life, bringing transformation to the Church and the World". We work together to ensure that "all local churches are supported by the diocese in becoming centres for both initial and ongoing formation".

We are now seeking a new Head of Clergy Development to lead and shape this vital area of ministry. As a key member of the Mission and Ministry team, you will contribute to well-established, fruitful clergy training programmes, as well as having space to develop new initiatives in a season of new vision.

Our ten-year Transformation Programme, supported by significant funding from the Church Commissioners, is aligned with the Church of England's national strategy. This investment enables us to launch and sustain a wide range of initiatives that will strengthen the missional health of our parishes and support the lay and ordained leaders who serve them. This support, along with the rich history of and variety in our diocese, makes it a wonderful place to engage in Gospel ministry.

It is important to us that the new Head of Clergy Development is committed to diversity, inclusion and racial justice. We are also looking for someone who is generous in working with a breadth of traditions and spirituality in the Church of England. In particular, we welcome female candidates and candidates of global majority heritage to help ensure the diversity of our team.

We look forward to welcoming the new Head of Clergy Development and supporting them in their new role.

Yours in Christ,



The Rt Revd Dr David Walker,  
Bishop of Manchester



# About Us

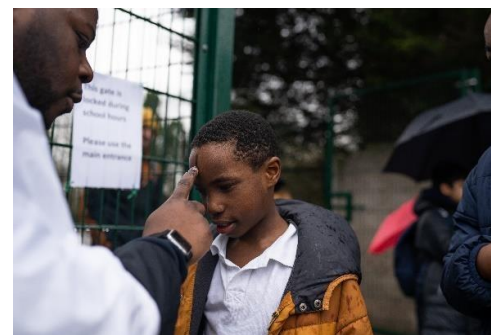
Manchester Diocese serves a vibrant, dynamic and creative community in the North West of England. It covers an area of 416 square miles and has a total population of 2.2 million. The diocese is divided into four archdeaconries, seven deaneries and 33 mission communities. There are more than 300 places of worship and chaplaincies, which are organised into 256 parishes and 175 benefices.

Geographically, the diocese takes in the two cities of Salford and Manchester and the metropolitan boroughs of Oldham, Rochdale, Bury and Bolton. Parts of the metropolitan boroughs of Wigan, Trafford, Stockport, Tameside and Blackburn with Darwen, and most of the borough of Rossendale in Lancashire, are also within the diocese. It has the fourth highest population density of any diocese in the Church of England.

While predominantly urban, a significant portion of the diocese is rural, although less than 3% of the diocese's population resides in these areas. 125 (48%) of our parishes fall within the 10% most deprived areas nationally. Additionally, 25% of the population in the diocese identifies as having a Global Majority Heritage background.

Parishes and chaplaincies across our diocese are supported by the Diocesan Board of Finance, based at St John's House in Bury town centre. This team works with churches and congregations across the diocese to achieve our strategy and our mission goals. It also provides support with clergy stipends and housing, finance, safeguarding and governance.

Across the diocese, 193 Church of England primary and secondary schools educate over 58,000 pupils. These schools are mostly funded by local authorities, with the diocese providing support with religious education and Christian ethos, governance, the recruitment of head teachers, admissions, and building projects. The team which supports these schools is also based at St John's House, as part of the Diocesan Board of Education.



## Our Vision

Our work together grows out of Jesus's Great Commandment which is to 'love the Lord your God with all your heart and with all your soul and with all your mind...and love your neighbour as yourself'. (Matthew 22: 36-40)...

... and out of his Great Commission, 'to go and make disciples of all nations, baptising them in the name of the Father and the Son and of the Holy Spirit' (Matthew 28:19-20).

Much of what we are doing in Manchester Diocese is already contributing to a culture of hope and an expectation of growth. This includes many forms of inherited as well as fresh expressions of church.

However, we face significant challenges:

- Only 1% of the population attends the Church of England in our diocese – we are in the lowest 25% of dioceses nationally for church attendance.
- Church attendance in our most deprived parishes averages 0.7% of the population.
- Over half of our churches have an average adult weekly attendance of fewer than 35 people.
- We have a large number of church buildings in poor condition and which serve small populations because of demographic changes.

As a diocese, we are completely focused on reversing this decline.

We have made good progress since getting underway with our Transformation Programme, for which we have been awarded over £20m by the Church Commissioners since 2017. Many of us have experienced first-hand how things are changing for the better across the diocese in our parishes, schools and chaplaincies. This is helping us achieve our vision - to be a growing, worshipping transforming Christian presence at the heart of every community - and our mission goals which are to grow our churches, nurture new and existing disciples, and serve the vulnerable, deprived and excluded.

Our achievements include moving to our new deanery structures, the creation of our 33 mission communities, investing in our lay leaders, supporting children's ministry in each deanery, and increasing the practical support for parishes. Most of these changes have focused on new ways of working together which are becoming embedded in the life of our diocese.





Building on these successes, we are shifting to the next level in setting our priorities and working out what we want to achieve next. Given the excellent start that has been made, we now have the opportunity to be even more creative and ambitious with our plans for the future.

Learning from our recent experience with the new projects and programmes that are underway, we are well-placed to develop the overall strategy and plans for our diocese based on the following distinct but interconnected themes:

- Growing younger
- Church planting and revitalisation
- Developing missional leaders – lay and ordained
- Supporting parish renewal.

These priorities align with the Church of England's overall vision which is to create a church of missionary disciples, where mixed ecology is the norm, and whose membership is becoming younger and more diverse.

We have been doing great work in the area of ***growing younger***, trialling new approaches with the Children Changing Places programme in Bolton, and Man Dio Growing Faith in the other deaneries. We are now bringing this experience and learning together to develop a comprehensive approach to engaging with children, young people, and their families across our diocese. Our particular focus is on how best to strengthen the links between our churches and our church schools.

We have had similar successes with ***church planting and revitalisation***. Over the last seven years, we have set up four new resource churches and over ten church plants. We now want to build on this learning, so that churches carrying a DNA of mission are established across our diocese particularly in communities where attendance is low.

***Developing missional leaders*** is a key priority for us. We recognise the importance of investing in our clergy so they are equipped to grow our churches, especially given the number of newly ordained clergy who are being appointed to stipendiary roles. As a diocese we continue to focus on developing our lay people, particularly through our Authorised Lay Ministry, focal ministry and Reader programmes. These developments will inform our future plans for lay ministry to which we remain fully committed. Supporting clergy and lay vocations so we develop a new, diverse generation of church leaders with the calling and skills to grow new faith communities, continues to be important to us.



Providing direct support to ensure **parish renewal** is central to our Transformation Programme. Our Area Deans and Lay Chairs are working closely with our parishes to understand the opportunities and challenges they face and make sure they have access to the support they need. Mission communities are key to this, enabling parishes to work together on mission and ministry. Clergy deployment, parochial reorganisation and supporting our most fragile churches are important strands of this work. We are also strengthening the support we provide to church officers with training, resources and new technology.

Supporting our international congregations is key to achieving **racial justice**, as is ensuring that our clergy and lay leaders represent the diversity of our diocese in their governance roles.

We will continue our work towards the 2030 **net zero carbon** goal set by General Synod, by supporting our churches and schools with measuring their energy use and taking simple, practical steps to reduce their carbon footprint.

We continue to provide a safe environment for all by promoting effective **safeguarding**.

Across our diocese, people hold diverse views and express their faith through **different traditions**, united in a passion for Jesus Christ and his Church. Our bishops honour these differences by inviting church communities from across our diocese to learn together, support one another and listen to God.

We are working to ensure that we are **financially sustainable** over the medium- to long-term as we recover from the challenges of the pandemic and the cost-of-living crisis. This includes talking with parishes about mutual support and the need to pay Parish Share so that the current levels of stipendiary clergy – 175 – can be maintained. We are also paying close attention to the management of the diocese's assets to ensure optimal investment returns and capital growth.

Our emerging strategy is enabling us to bring together the key areas of opportunity and challenge in our diocese, so that we can support each other in a positive and co-ordinated way. We need to continue to work together to ensure that our Church thrives and grows, supporting even more people in their faith. Developing positive, inspiring and relevant plans for the future mean that we will be well placed to make a bid for significant further funding to the Church Commissioners for this vital work.





# Developing Missional Clergy

**The Head of Clergy Development is a key role within our diocese as we seek to develop missional leaders who are equipped to see growth in our churches.**

Over the past 18 months, in response to our diocesan vision, our **curacy training** has increasingly embraced a greater missional focus. Whether through training in areas such as weddings, church planting, or ministering to those in times of crisis, we are encouraging curates to explore how every aspect of church life presents an opportunity for mission. The results have been encouraging, with many curates playing a key role in growing a variety of diverse and vibrant ministries within their local contexts.

**Continuing Ministerial Development (CMD)** is important for all clergy, and the Head of Clergy Development plays a central role in shaping the content and direction of our CMD programme. Work with first incumbents is currently a particular priority, developing leadership in these early and formational years of a clergy person's vocation. We also want to ensure a depth and creativity to our CMD programme so that clergy are equipped in their vocational development which is both fruitful and sustainable.

**Missional leaders** are those who seek to encourage whole-life and life-long discipleship across our church communities. The training we offer is designed to equip clergy for the long journey of ministry. Through our well-being initiatives, Ministerial Development Reviews, sabbatical opportunities and CMD grant provision, the Head of Clergy Development plays a key role in enabling clergy to flourish and grow in their calling.



# Role Description

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## Purpose

The Head of Clergy Development has primary responsibility for training and equipping of clergy across the Diocese of Manchester. Much of this focus is on those in their early post-ordination years, especially those in training posts (IME Phase 2). Alongside this is the development and delivery of Continuing Ministerial Development (CMD), programmes of Lifelong Learning and Sabbaticals, and the challenge to ensure a strongly missional DNA across all the threads of our clergy training and development.

## Key Functions

- **Developing Training Curates** - to oversee the training and development of curates from point of ordination through to agreed completion of IME 2. (For most curates this is 3-5 years) The Head of Clergy Development is currently responsible for 65 curates.
- **Ongoing Ministerial Development** - to equip clergy from across the Diocese in their ongoing development, enabling growth in ministry, spiritual and practical development, and missional imagination over the whole journey of their ordained vocation.
- **Developing Missional Leaders** - Developing Missional Leaders is at the forefront of our Diocesan vision. We share a responsibility that all training for clergy and lay leaders has a deliberate and intentional missional focus.

## Accountability

The Head of Clergy Development is line managed by the Director of Mission and Ministry.

## Key Relationships

The Head of Clergy Development will enjoy a key working relationship with the Bishops of Bolton and Middleton who take responsibilities for particular cohorts of curates. They will also work closely alongside the Director of Vocations.

The postholder will also work with other key members of the Mission and Ministry team, including overseeing the work of the Development and Training Officer and working alongside the Head of Lay Development and their team. In addition, the post holder will work in close co-operation with those delivering training across the Diocese, as well as members of the Bishop's Leadership Team, the Area Deans, and a large number of colleagues at St John's House.

Recognising the large scope of this role, especially with our growing work with training curates, we are actively seeking to expand our capacity in this area with the potential of additional staffing in clergy development over the twelve months.



# Key Responsibilities

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## Developing Training Curates

1. Responsible for the ongoing development and oversight of the IME Phase 2 programme for curates to ensure it satisfies national requirements and links with the diocese's strategy
2. Hold annual meetings with all curates, and pastorally care for curates and training incumbents to ensure curacies can thrive.
3. Host and where appropriate lead at regular training sessions with curates (normally one monthly meeting for each of the three cohorts) plus three training weekends / retreat per year
4. Write reports and liaise with sponsoring bishops and other team members.

## Ongoing Ministerial Development

5. Develop and manage CMD programmes, including specific training and focussed support for First Incumbents and Training Incumbents.
6. Work closely with Emmanuel Theological College to develop opportunities for closer working on CMD. This will be a strategic objective over the next 5 years.
7. Shared involvement in the oversight of ongoing clergy programmes including formation Days, clergy conference and other key training events.
8. Oversee the sabbatical programmes for clergy and managing CMD requirements which are the result of Ministerial Development Reviews.

## Developing Missional Leaders

9. Play an active role in the Mission and Ministry team, supporting other team members and their areas of work as and when required.
10. Approve Continuing Ministerial Education (CME) grants.
11. Keep abreast of national CMD and initial training requirements (IME Phase 1 and 2) for the diocese.
12. Provide regular and ad-hoc reports to the Bishops Leadership Team and other leadership groups on aspects of work.
13. Undertake such other reasonable duties as may be required.

**There is an Occupational Requirement for the post holder to be a practising Christian, in accordance with Schedule 9 of the Equality Act 2010.**

## Person Specification

Requirements	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>▪ Degree level theological qualifications</li> <li>▪ Adult education qualifications or equivalent (desirable)</li> </ul>
<b>Experience and Understanding</b>	<ul style="list-style-type: none"> <li>▪ Active experience of and involvement in Christian Ministry</li> <li>▪ Proven experience in teaching courses and / or leading training in an 'in- service' context</li> <li>▪ An understanding and appreciation of ministerial training and the particular and current issues around IME 4-7</li> <li>▪ Awareness of the changing contexts for and responsibilities on ministers in the Church of England</li> <li>▪ Experience in supporting adult learners (desirable)</li> <li>▪ Experience in mentoring or consultancy (desirable)</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>▪ An enabling communicator and an enthusiast</li> <li>▪ Pastoral skills to support those newly ordained and those developing ministerial competencies and experience</li> <li>▪ Ability to design / shape training programmes / events with a clear purpose, rationale and outcomes</li> <li>▪ People and management skills to work with others across a broad network of relationships</li> <li>▪ Able to organise own workload, manage programmes, and keep several projects running simultaneously</li> <li>▪ IT Skills – Word, email, internet resources</li> <li>▪ Ability to work on own initiative and develop new systems</li> <li>▪ Knowledge of safeguarding best practice and an advocate for developing a strong and embedded culture of safeguarding throughout the diocese</li> </ul>
<b>Skills and Competencies</b>	<ul style="list-style-type: none"> <li>▪ Someone at ease with the diversity of the Church of England, committed to mission and collaborative ministry and confident in their own Christian faith</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Able to empathise with and support the varied demands of ministry, including stipendiary and self- supporting, newly ordained and those ordained many years ago, across the breadth of the diverse diocese</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>▪ Able to inspire and develop others</li> <li>▪ A collaborative leader who is able to work confidently with others</li> <li>▪ Self-motivated with the ability to work well both independently and as part of a team</li> <li>▪ In sympathy with the aims and values of the Church of England, and generous in working with a breadth of traditions and spirituality in the Church of England</li> </ul>
<b>Work-related circumstances</b>	<ul style="list-style-type: none"> <li>▪ Able to work flexibly, including evenings and weekends</li> <li>▪ Able to travel to meetings and parishes across the diocese</li> </ul>



# Summary of Terms and Conditions of Employment

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<b>Employer</b>	Manchester Diocesan Board of Finance
<b>Line Manager</b>	Director of Mission and Ministry
<b>Normal place of work</b>	St John's House, 155-163 The Rock, Bury
<b>Hours</b>	The role is full-time (35 hours per week). Flexible working is required in terms of hours and location.
<b>Salary</b>	Diocesan Pay Scale – £46,750 – 53,906 (Grade 6.1 to 6.3)
<b>Contract</b>	Permanent
<b>Pension</b>	Auto-enrolment into the Church Workers Pension Fund – Pension Builder Classic Product
<b>Annual Leave</b>	22 days annual leave per year, rising to 25 days after 12 months' service, in addition to Bank Holidays and three church days

## Stipendiary Option for Clerical Candidates

For applicants ordained within Anglican orders (and ready for a position of first responsibility) there is a possibility that alternative terms and conditions be offered with employment on the basis of stipend rate for posts of incumbent status plus housing.

If appointed on the basis of stipend plus housing, it is anticipated that the role holder will be appointed as a part-time Associate Minister in a team/benefice where housing for the better performance of duties will be provided.

As Associate Minister the role holder will support local mission and ministry. If you would like to explore this possibility in advance of interview please contact Revd Phil Cansdale Director of Mission and Ministry: [philcansdale@manchester.anglican.org](mailto:philcansdale@manchester.anglican.org).

## Additional Information

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### Application timetable

The closing date for applications is **Monday, 7 July 2025 at 5:00pm.**

Shortlisted candidates will be informed by **Friday, 11 July 2025.**

The interviews are scheduled for **Tuesday, 22 July 2025** at St John's House, 155-163 The Rock, Bury BL9 0ND. Further details will be provided to shortlisted candidates.

For an informal conversation about this post please contact the Revd Phil Cansdale, Director of Mission and Ministry: [philcansdale@manchester.anglican.org](mailto:philcansdale@manchester.anglican.org)

Queries can be directed to: [jobs@manchester.anglican.org](mailto:jobs@manchester.anglican.org)

### Eligibility and pre-employment enquiries

The successful candidate will need to have the right to live and work in the United Kingdom. They will also be required to undertake an enhanced check with the Disclosure and Barring Service (DBS).