

Diocese of Manchester

'a worshipping, growing and transformative Christian presence at the heart of every community'

Role Description signed off by: The Archdeacon of Bolton

Date: 11/08/2026

To be reviewed 6 months after commencement of the appointment, and after three years.

1. Details of Post

Role Title: Incumbent
Name of benefice(s): Holcombe & Hawkshaw
Deanery: Bury & Rossendale
Archdeaconry: Bolton
Initial point of contact on terms of service: The Archdeacon of Bolton

2. Role Purpose

General

- i. To exercise the cure of souls shared with the bishop in this parish in collaboration with your colleagues
- ii. 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
- iii. To work to advance the Kingdom of God through servant leadership, collaboration and example, and with particular regard to the current diocesan mission vision and mission goals;
 - a) **Growing** - growing new disciples in missionary church communities which are younger, more diverse, active and spiritually engaged
 - b) **Nurturing** - increasing vocations, nurturing new and existing disciples, increasing financial giving
 - c) **Serving** - present for all, speaking and acting prophetically for justice, supporting pastorally especially the vulnerable, deprived and excluded

- iv. To share in the wider work of the mission community, deanery and diocese as appropriate, for the building up of the whole Body of Christ.

Specific

To build up the faith of the Church:

1. By leading in vision, mission and strategy in the benefice of Holcombe and Hawkshaw, working with the PCC, congregations and other partners.
2. By setting the tone for pastoral care and visiting and, with the help of ordained and appropriately authorised lay personnel, nurturing and inspiring the congregations, and supporting and developing lay and ordained ministry.
3. By being a prayerful person who will encourage the congregation to pray both individually and corporately, and to grow in their faith.
4. By modelling a vibrant relationship with Jesus that shows pastoral care and deep prayer, as well as good and lively biblical teaching and preaching that helps the congregations grow in number and depth.
5. By exercising strategic leadership that brings the benefice together in fresh and faithful ways and confidently leads the benefice in the new and established mission opportunities that God is opening up.
6. By supporting and developing ministry across all ages, especially amongst children and young people.
7. By being an open-hearted, collaborative and compassionate minister in whom others will place their trust.
8. By using their gifts and skills to exercise leadership in the wider communities in Holcombe and Hawkshaw, including the church schools.
9. By being committed to working with the Mission Community and Deanery – including Chapter and Synod – and within the wider Diocesan strategic priorities of Parish Renewal, Growing Younger, Developing Missional Leaders, and Church Planting and Revitalization.

3. Key contacts

Generic

The Churchwardens and PCC
SSM & OLM Clergy & Readers
ALM's & Focal Leader

Specific

The Head Teachers, Governing Bodies, and staff of Emmanuel CE VA school & St Mary's CE VA school.

Supportive

Area Dean: currently vacant

The Archdeacon: The Venerable Simon Cook

The Suffragan Bishop: Rt. Revd Dr Matthew Porter, Bishop of Bolton

The Diocesan Bishop: Rt. Revd Dr David Walker, Bishop of Manchester

4. Role context and any other relevant information.

Holcombe & Hawkshaw benefice comprises three distinct worship centres, Emmanuel Church Centre, St Mary, Hawkshaw and Emmanuel Holcombe, in a broadly Evangelical team. There is a range of worship styles from traditional choir-centred worship through to informal worship with a worship band. The context is semi-rural, on the edge of the Western Pennines, though with ready access to urban centres like Bolton and Bury and trendy towns like Ramsbottom. There are fine local schools, primary and secondary, and ministry in Holcombe and Hawkshaw offers a taste of village ministry with opportunities on a wider canvas. There is a large parsonage available for use next to St Mary, Hawkshaw.