Diocese of xxxx - Bishop’s Officer for Self-Supporting Ministry

Role Description

Rationale for the Role

In this document the abbreviation SSM (Self Supporting Minister) describes licensed clergy who do not receive a stipend. SSMs include Curates and Associate Priests, clergy working in sectoral roles, and Ministers in Secular Employment (MSE). Some colleagues work on less than a full stipend and offer some of their work on an SSM basis; some receive a housing allowance or ‘house for duty’. Normally retired clergy and full-time Chaplains would not be considered as SSMs.

Across the Church of England, clergy historically termed as ‘non-stipendiary’ make a significant contribution to ministry and to the culture of the Church, and often to wider society. As a diocese we want to recognize the diversity of SSM ministry and welcome the fact that many are engaged in secular employment. By encouraging vocations we hope increase the number of SSMs in the diocese. With the advice and assistance of a dedicated SSM Officer we hope to create a culture where SSMs are provided with support and opportunities for development. We aspire to see an increase in the number of SSMs in the Diocese.

Role Outline

The role title is Bishop’s Officer for Self-Supporting Ministry. The role will be undertaken on a voluntary basis. Travel expenses and other costs will be budgeted for.

**Key responsibilities**

- To support and advise all those in the Diocese with responsibility for the deployment, development, and pastoral care of SSMs.
- To advise the Diocese and its senior staff on the needs and concerns of SSMs.
- To facilitate gatherings and learning events for SSMs.
- To provide information about SSM ministry to be included on the Diocesan website.
- To be a resource for SSMs, including provision of advice on the specific challenges of this role, and to act, where appropriate as an adviser or intermediary, especially where difficulties arise between SSMs and their incumbents.
- To promote theological reflection in the Diocese concerning self supporting ministry.
- To undergo appropriate training within allocated funding and to attend and where appropriate contribute to both Diocesan and extra-Diocesan conferences and seminars.
- Where appropriate to attend vocations events to talk about the distinctiveness of SSM.

1 ‘Adviser for Self-Supporting Ministry’ or ‘Dean of Self-Supporting Ministry’ may be preferred
• To provide an annual report to Bishop’s Staff on the scope and impact of the role and those it serves.
• To represent the Diocese externally as appropriate, for example at regional and national meetings of Bishops’ Officers/Advisers for SSMs.

• To offer review meetings with potential or serving SSMs in the following contexts:
  1. Candidates considering becoming ordained SSMs, especially where there is uncertainty about the role.
  2. Ordinands in training who will be licensed as SSM Curates.
  3. SSM Curates as they approach the end of IME phase 2.
  4. SSMs who are considering a change of role or position.
  5. Currently serving SSMs in need of review or pastoral care.
  6. SSMs who have served elsewhere and who are new to the Diocese.

**Key relationships**

• The Diocesan Bishop/ Bishop’s Staff
• The Director of Mission & Ministry
• Diocesan Director of Ordinands
• The National Network of SSM Officers and Advisers
• All SSMs in the diocese

**Accountability**

There will be an annual review with the Director of Mission & Ministry who will be the line manager for the role.

The person appointed will respect data protection legislation and apply appropriate standards of confidentiality to information shared and stored that is of a personal nature. Unless otherwise negotiated and stated, meetings with individual SSMs will be confidential.

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Document produced by the Steering Group of the National Network of SSM Officers and Advisers

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2 Insert appropriate role title
3 Insert appropriate role title