



# RIPON CATHEDRAL



We wish to appoint a

**Canon Pastor**

who will bring energy and ambition to our vision for church growth and pastoral care



## An introduction from the Dean

Thank you for showing interest in the role of Canon Pastor at Ripon Cathedral.

As is clear from the role description and person specification, this is a post in which the person with the right skills could make a significant difference to the life of this Cathedral and through it to the wider Diocese and region. It is also a role in which a future church leader could develop further.

The Bishop of Leeds in consultation with the Dean of Ripon wishes to appoint a collaborative and motivational leader as Canon Pastor whose role will promote church growth and pastoral care at the Cathedral.

The Canon Pastor will be a Residentiary Canon and a member of the Cathedral Chapter, thereby a trustee of the Cathedral.

Amongst their responsibilities will be the development of programmes of numerical and spiritual growth for existing and new Cathedral congregations and the development of the provision of excellent pastoral care for the communities of the Cathedral and its parish. The Canon Pastor will be the safeguarding lead for the Chapter.

The post holder will be a talented leader, possessing the ability to inspire and influence, encourage and support whilst contributing to the vision and mission of the Cathedral and the wider Diocese.

**Title of Position:** Canon Pastor

**Responsible for:** Church growth, pastoral care, and oversight of safeguarding

**Responsible to:** The Dean of Ripon

Set within the Anglican Diocese of Leeds, Ripon Cathedral, with its sister cathedrals in Bradford and Wakefield, is a seat for the Bishop of Leeds and a mother church for this richly diverse region which includes West Yorkshire and a high proportion of North Yorkshire. At home in our vast and beautiful rural hinterland, we are here for all, whether Christian or not, whether sharing a religious faith or not. Believing that Christ longs for fullness of life for everyone, we strive to help make this a reality for all who become a part of Ripon Cathedral.

If you think that God may be calling you to this ministry, I can assure you that Ripon is a wonderful small city in which to live. It is set at the heart of one of the most beautiful regions of this country with the blessing of a delightful Cathedral building and strong community.

Dean John



## About Ripon Cathedral and the role of the Canon Pastor

Ripon Cathedral has a history stretching back almost fourteen centuries. Throughout this time it has offered an unbroken tradition of witness to the Christian faith, both in the city of Ripon and across the region. The Canon Pastor will play a key role in the development of the Cathedral's mission at an exciting time of development. Ripon Minster was founded by St Wilfrid, who brought craftsmen from the continent to build a new stone church dedicated to St Peter, in 672 AD. Remarkably the Anglo-Saxon crypt from Wilfrid's church survives. It is the oldest built fabric of all England's cathedrals. The Minster church became a Cathedral when Ripon Diocese was created in 1836.

The Cathedral has a clear strategy to take its mission and ministry forward within the Diocese of Leeds, in which it is one of three cathedrals. The Cathedral is also a parish church at the heart of its local community and we wish to appoint the full-time Residentiary Canon Pastor to take the lead in growing the congregations, nurturing new and long-standing disciples, and providing pastoral care. This includes ensuring that there is a suitable provision of pastoral care for the whole Cathedral community.

The Parish of Ripon Cathedral and Littlethorpe encompasses about two-thirds of Ripon, and has a population of about 10,000.

The Dean is the incumbent of the Cathedral Parish and of three other parishes within the wider Cathedral benefice.

In addition to the Cathedral's worshipping community, there are three others in the parish. Littlethorpe is a small village, close to but distinct from Ripon with its own church and church committee. Its church of St. Michael & All Angels has weekly services and a loyal congregation served by a rota of retired priests and Cathedral Readers. The Almshouse Trust manages the fabric of the two almshouses and the chapels of St Mary Magdalen and St John the Baptist Bondgate. These have small regular Sunday congregations.

There are various parish structures that work alongside the Cathedral structures. The Canon Pastor will chair the Chapter's Growth Committee. Its membership is made up of representatives of the congregations, including churchwardens, deanery synod reps and licensed lay ministers. The committee oversees the nurture, pastoral care and growth of the congregations, along with their service to the wider community.

Ripon Cathedral is within the Deanery of Ripon. The Canon Pastor takes the lead in representing the Cathedral at the meetings of Deanery Chapter and Deanery Synod. The Canon Pastor will thereby play an important role with colleagues in contributing to the life and development of Ripon Deanery.



In the Cathedral, the main Sunday service is regularly attended by over 200 people and a further 90 attend the BCP services, including Evensong. A group of about 60 regular worshippers attends the various services during the week. Evensong can often be swelled significantly by special Cathedral and Diocesan services.

Children are an important part of the cathedral community, as members of the congregation as well as members of the choir. In term-time, Little Children's Church (for babies and children under 6) and Children's Church (for older children) take place during the Sung Eucharist on Sundays. Between them they currently have 46 children on the registers and a good group of volunteers. They are run by the volunteers and the Children's and Family's Officer with the support of the Canon Pastor.

The Canon Pastor will be one of three Residentiary Canons, playing an important part in the successful delivery of the Cathedral's vision and strategy, *Growing God's Kingdom*, and working collaboratively with the Dean, other Cathedral clergy and lay colleagues. This person will help to ensure the future development of the Cathedral and its ongoing mission to enable God's Kingdom to become more evident in Ripon, the region and the Diocese.





## Overview and scope of the role of Canon Pastor

The Dean of Ripon has overall leadership and management of the mission and life of the Cathedral. He leads the Chapter and community in developing the mission and ministry of the Cathedral as one of three 'cathedra' for the Bishop of Leeds and integrating it fully into the Diocese and the episcopal area.



A residentiary canon is responsible for discharging such duties in the worship and administration of the Cathedral as shall be assigned by the Dean. The Canon Pastor will have responsibilities for the development of a programme to deliver the numerical and spiritual growth of the congregation in all our services and in ensuring excellence in the delivery of pastoral care for all areas of the community.

The post holder will need to be a talented leader, with skills to inspire and influence, encourage and support. They will also need to be a collaborative colleague able to ensure that they and their team play a full and co-ordinated part in the life and mission of the Cathedral.

The Canon Pastor is the Chapter Lead for safeguarding (Safeguarding Representative) and as such is expected to maintain close supervision over safeguarding in the Cathedral, in liaison with the Chief Operating Officer (Safeguarding Coordinator), the Cathedral Safeguarding Officer, and the Diocesan Safeguarding Team. They will report on safeguarding to each meeting of Chapter.

This post-holder is directly responsible to the Dean, as well as being answerable to the governance structures of the Cathedral.

There may be times when the person appointed will be required to work with other colleagues and in other teams in order to ensure that our work is supported and delivered effectively. This may involve working outside the primary areas of responsibility of this post.

# General duties of all Residentiary Clergy at the Cathedral



- To be active members of Chapter and the Senior Management Team, taking corporate responsibility for the governance and management of the Cathedral.
- To help ensure that the Cathedral's mission is accessible and inclusive, that the Cathedral is a safe environment, and that it is a welcoming place to all.
- To be a visible, strong, and inspirational leader, who will inspire high standards of mission and pastoral care in the life of the Cathedral and beyond, taking all opportunities to promote the Christian faith in their work.
- To be part of the one College of Canons of the three Cathedrals of the Diocese.
- To attend and/or lead committees and working groups as required by the Dean and Chapter.
- To participate in the rota for Canon in Residence.
- To share in the ministry for the Cathedral through high standards of preaching and providing opportunities for spiritual growth.
- To share in the provision of pastoral care to our regular congregations, community, pilgrims, and visitors.
- To strengthen a culture in which disciples can be made and grow, and in which vocations towards ordained and lay ministries are fostered.
- To have regular one-to-one meetings with the Dean, attend regular meetings of the Dean and Residentiary Canons, and to liaise regularly with other colleagues and stakeholders.
- To foster a sense of common purpose and co-operation between colleagues and departments within the Cathedral.
- Where appropriate, to be involved in networks of the wider church in their specialist areas.
- To work collaboratively with people, including Chapter colleagues and senior lay staff; to implement the strategic plan for the Cathedral; and to contribute to ensuring that there are sufficient resources to implement such plans.
- To ensure that all our work is accessible to everyone and, adhering to national best practice in safeguarding, ensure that we are a safe and welcoming place to all.





# Main responsibilities for the Canon Pastor

- To be a visible, strong and inspirational leader, who will inspire high standards of mission and pastoral care throughout the life of the Cathedral and take all opportunities to promote the Christian faith in their work.
- To work collaboratively with people, including Chapter colleagues and senior lay staff; to implement the strategic plans for pastoral care and church growth; and to contribute to ensuring that there are sufficient resources to implement such plans.
- To develop and manage the delivery of a programme for the numerical and spiritual growth of the Cathedral congregations.
- To chair and lead the Church Growth Committee which represents the Cathedral congregation.
- To take a full part in all Cathedral parish matters and report back to the Dean and Chapter on this work.
- To take the lead on all matters relating to safeguarding, ensuring that there are systems in place to implement national requirements and to develop a culture where safeguarding is 'everybody's responsibility'. The Canon Pastor is a member of the Cathedral Safeguarding Committee, reporting regularly to both it and to Chapter, and overseeing the work of the Cathedral Safeguarding Officer.
- To be an active member of the Cathedral Community Connections (C3) Committee, helping the volunteers to develop the Cathedral's work with our local charity partners.
- To manage the significant Occasional Office ministry of the Cathedral.
- To take the lead in and develop the capacity for the pastoral care of the Cathedral's parish, congregations and community, line-managing and working with the Lay Pastoral Minister.
- To develop more opportunities for the nurturing of disciples of all ages in ways that are appropriate for the Cathedral congregations.
- To take the lead in developing children's and youth work in the Cathedral, playing a full part in the programme and line-management of the Children and Youth Officer, and in oversight of Little Children's Church and Children's Church in the Cathedral.
- To work with the schools within the parish and be willing to act as governor at the Ripon Cathedral Primary School.
- To strengthen a culture in which vocations towards ordained and lay ministries are fostered.
- To be responsible, with the Dean, for the ministry of licensed lay ministers within the Cathedral.
- To be an active member of the Ripon Deanery



## Experience

- To have been ordained for at least six years.
- To have a track record of strategic leadership and successful delivery.
- To have a track record of providing pastoral care and overseeing systems of pastoral care.
- To have a track record of growing churches spiritually and numerically.
- To have a track record of building partnerships within and outside the church.
- To have demonstrable experience in managing change.
- To have experience of working in teams and of leading them.
- To have an ability to relate well to people of differing church traditions and spiritualities and to our sister churches.

## Knowledge

- To be able to demonstrate a theological understanding of mission and community engagement.
- To have a comprehensive understanding of national safeguarding policies and procedures.
- To have an understanding of financial systems and budgets.

## Skills

- To be able to enthuse and inspire others.
- To be a confident and considered preacher and teacher, able to articulate the Gospel effectively to a wide range of people at all levels of society.
- To possess highly effective interpersonal and pastoral skills.
- To have an understanding of the Church of England which is shaped by experience and reflection.
- To have the ability to work collaboratively with clergy and lay colleagues, both staff and volunteers, so helping to develop a strong team culture.
- To demonstrate leadership skills and be open to further learning and development.
- To have the flexibility to add value as an active member of a dynamic team.
- To be comfortable in situations of ambiguity and complexity.
- To be an effective communicator who is creative and imaginative, able to listen, converse and influence at all levels of interaction, from one-to-one meetings to large gatherings.
- To possess strong administrative skills and a competent level of computer literacy.
- To hold a current driving licence.



## Further information

The appointment will be made by the Bishop of Leeds in consultation with the Dean.

The appointment will be made under Common Tenure.

Housing will be provided with a 4 bedroom house to the south of the Cathedral.

An enhanced DBS check will be required.



This post will have an executive role as well as a role as a trustee as part of the Chapter. The person appointed to this post must be suitable to serve as a charity trustee.

The closing date for the receipt of applications is 12 noon on Thursday 21st November, shortlisting will take place on Monday, 25th November, and interviews will be held at the Cathedral on Monday, 13th January 2025

Please complete the application process on the Church of England Pathways system.

If you would like to have an informal discussion about the role with me, I would be very happy to have a telephone conversation with you. Please, arrange a telephone appointment by contacting my PA, Judith Bustard on 01765 643860 or [judithbustard@riponcathedral.org.uk](mailto:judithbustard@riponcathedral.org.uk)

Thank you again for your interest. Please pray with us as we seek to make this important appointment.

A handwritten signature in cursive script, reading "John Dobson".

Very Revd John Dobson, Dean of Ripon





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[RIPONCATHEDRAL.ORG.UK](http://RIPONCATHEDRAL.ORG.UK)