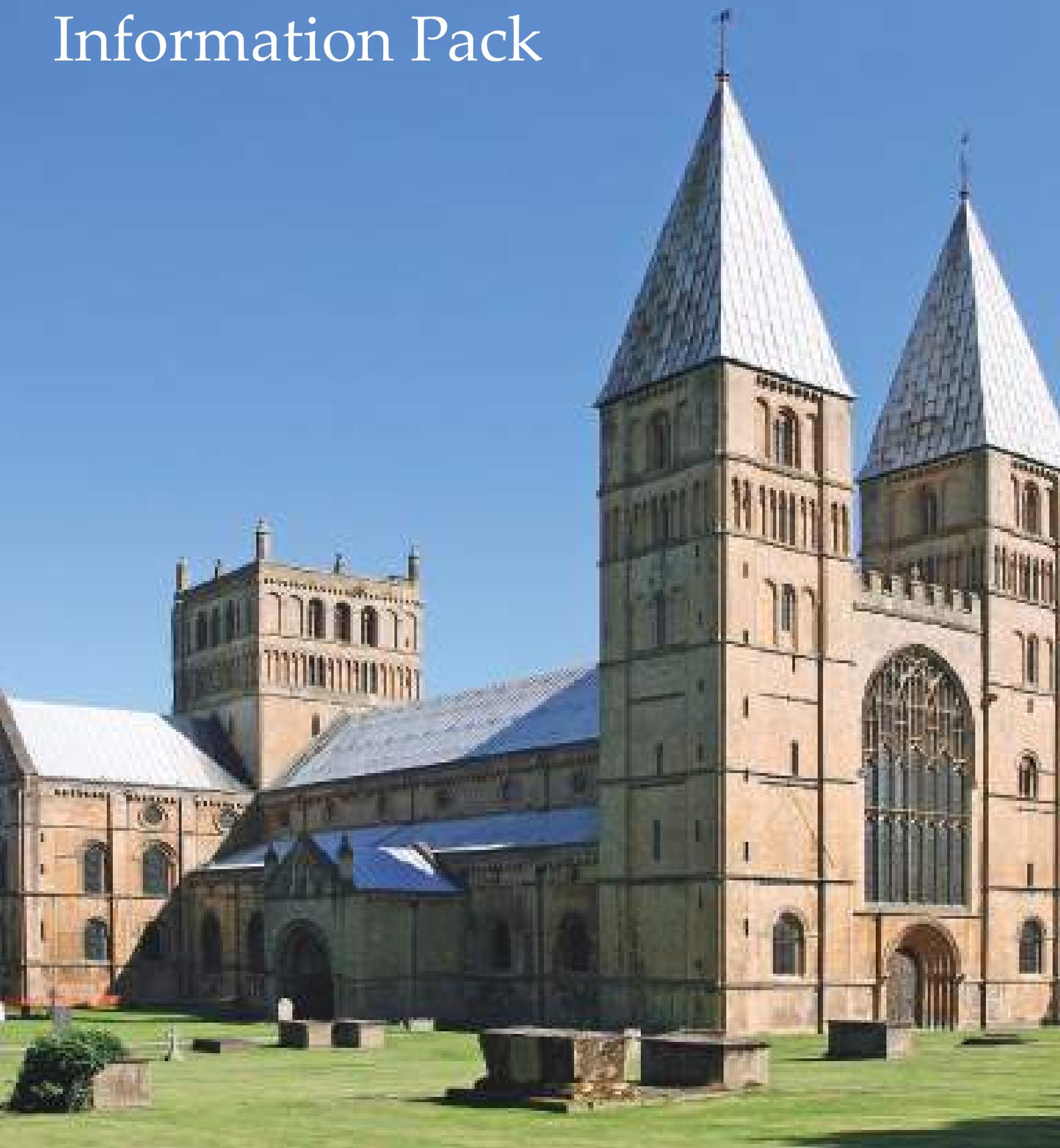


Canon Missioner Information Pack



Southwell
Minster



THE CHURCH
OF ENGLAND

Diocese of Southwell & Nottingham

SOUTHWELL MINSTER

THE CATHEDRAL AND PARISH CHURCH OF THE BLESSED VIRGIN MARY

A message from the Dean



Thank you for your interest in Southwell Minster's key position of Canon Missioner.

You may or may not be familiar with cathedral ministry. There is no standard model because all cathedrals are in a unique position to be exciting places of mission, pilgrimage, innovation, resource and outreach as well as thriving places of daily worship.

We are not looking for a specialist or expert. We are praying for God to call a priest to work alongside us who loves people, who has a passion for excellence in pastoral care and will get 'stuck in' as part of a team in reshaping our capacity for mission with an evangelistic edge, including to the 55,000 casual visitors/tourists per year.

As the world and the church emerge from the coronavirus pandemic, Southwell Minster (as the Cathedral is usually referred to locally) will put into practice what we have said since March 2020: "We cannot go back to normal...the Spirit of God is 'doing a new thing'".

The Minster is ready to recover the evangelistic and missional roots first located in its 8th century foundation and affirmed in its Cathedral status when the Diocese of Southwell was created over a millennium later. In 2021 we have a fresh vision to be a 'living well of spiritual refreshment' offering welcome to everyone, exciting faith and embracing community.

The Minster is first and foremost a place of prayer and worship, often remarked on as being peaceful and warm in welcome. At the heart of this beautiful and iconic building is a living Christian community longing to grow in love, faith, and action to share the hope and joy of Christ at an extraordinary time of change.

May the enclosed information encourage you to consider if God is calling you to apply for this key senior position in the Chapter. We will be praying for you.

If you would like an informal conversation, please see contact details at the end of this information pack.

Yours in Christ

A handwritten signature in black ink that reads "Nicola A. Sullivan". The signature is written in a cursive style and is underlined with a single horizontal stroke.

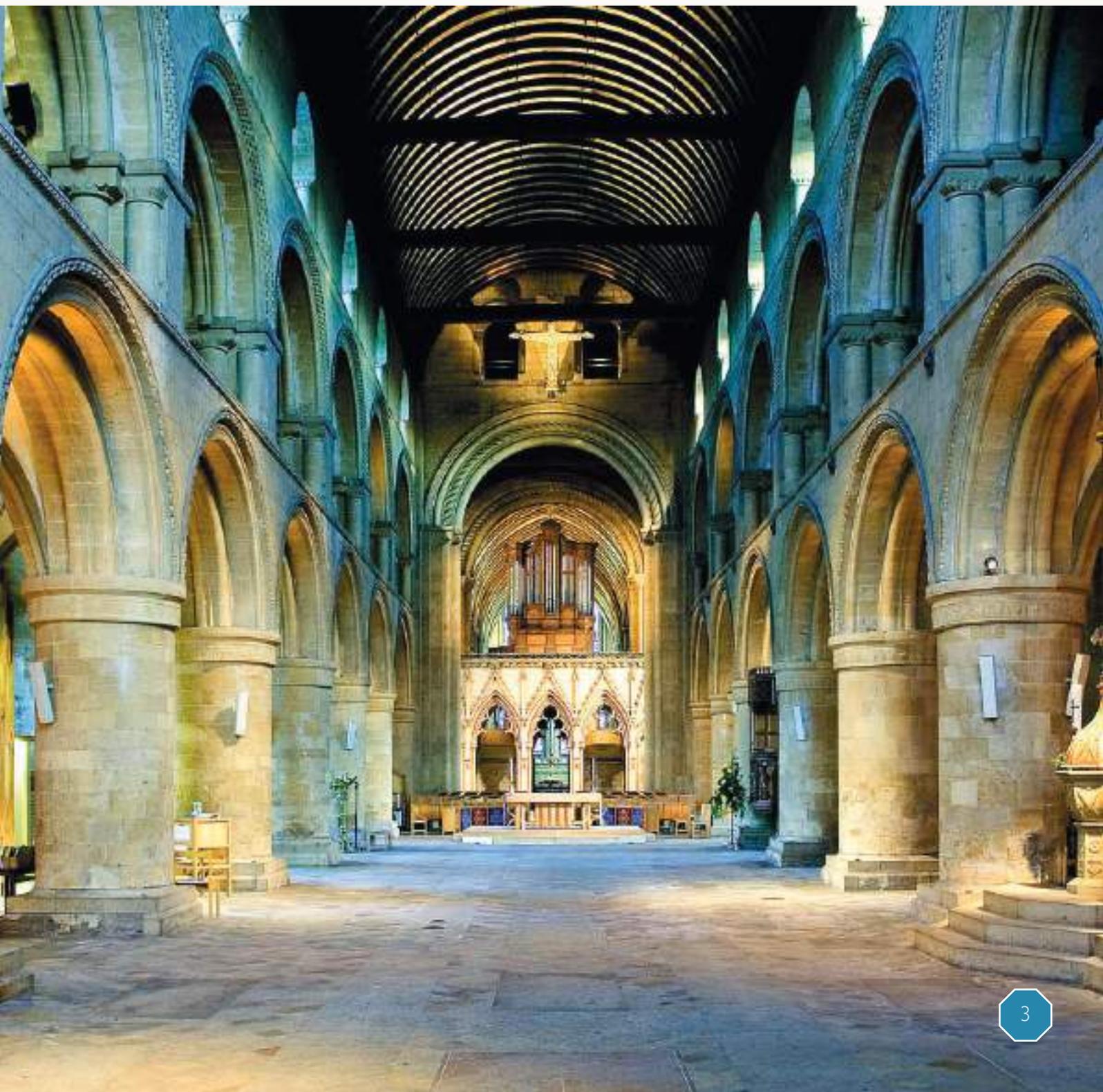
The Very Revd Nicola Sullivan

Brief history

The present Romanesque building replaced an Anglo-Saxon Minster church which in turn had been built on the site of an abandoned but significant Roman Villa. St. Paulinus baptised nearby in the River Trent evangelising this part of England in the early 7th century.

Later, successive Archbishops of York developed the Palace near to the Minster, strategically positioned as the last stopping off place in the York Province on the Great North Road (now the A1). Southwell became an important seat of ecclesiastical power and influence as a Collegiate Church. Since 1884 the Minster has been the Cathedral church for Nottinghamshire (and, until 1927, East Derbyshire) although some 15 miles northeast of Nottingham. It is arguably the most beautiful 12th century building in England and perfect in its setting. It was one of only a dozen cathedrals mentioned in the Lonely Planet's Ultimate UK Travelist.

It is a prayerful place and a spiritual resource to the 307 parishes of the Diocese of Southwell and Nottingham. Daily worship is at the centre of our life. Southwell Minster as cathedral and parish church offers all who come here an opportunity for celebration, learning and discovery.



The locality and the market town of Southwell

The Minster is located eight miles west of Newark-on-Trent and 15 miles north-east of Nottingham. It is the seat of the Bishop of Southwell and Nottingham, who resides next door in Bishop's Manor, and nearby is Jubilee House, the diocesan office. Within the town centre there is a good selection of independent shops, friendly pubs selling traditional ales, cosy cafés and restaurants. On Saturdays the Market Square hosts a lively market. Southwell has celebrated connections with Cardinal Wolsey, the Bramley apple, Lord Byron and King Charles I! There are self-guided heritage walks through the town, and here is the first ever Union Workhouse, now owned by the National Trust.



Nottingham Trent University Campus Brackenhurst is in the parish, offering world renowned animal, rural and environmental studies courses and PhD research to a national and international student body. On site accommodation has recently expanded and the potential to grow the Cathedral/University partnership is under discussion.

In the town there is a wide range of local events including concerts and theatre performances. Southwell is proud of its many festivals including The Gate to Southwell Folk Festival, The Bramley Festival, The Southwell Music Festival (both centre around the Minster) and The Southwell Library Poetry Festival. Schools and pre-school care in Southwell is excellent with many of the school's having a Good or Outstanding Ofsted rating. The Minster Trust for Education (MITRE) Academy was formed in 2018 and includes is the Minster School, Lowe's Wong Infants and Holy Trinity CoE Infant School.

All of these factors contributed to Southwell being named among the Sunday Times' best places to live.

Cathedral and Parish Church

The Cathedral is the parish church for 5,500 souls. The population of 7,500, across the whole town is growing with new housing developments and 'infilling' of brown field sites.

Regular worshippers tend to live locally but, since the pandemic and the offer of online worship, we are attracting new people, some of whom travel from across the diocese drawn to the choral tradition. The electoral roll is 230 and has a large representation in the 60+ age range. Occasional social events draw people together and, pre pandemic, coffee served between the two Sunday morning services was valued.

A small but important detail is that the Cathedrals Measure (2021), as well as giving the opportunity to reshape the



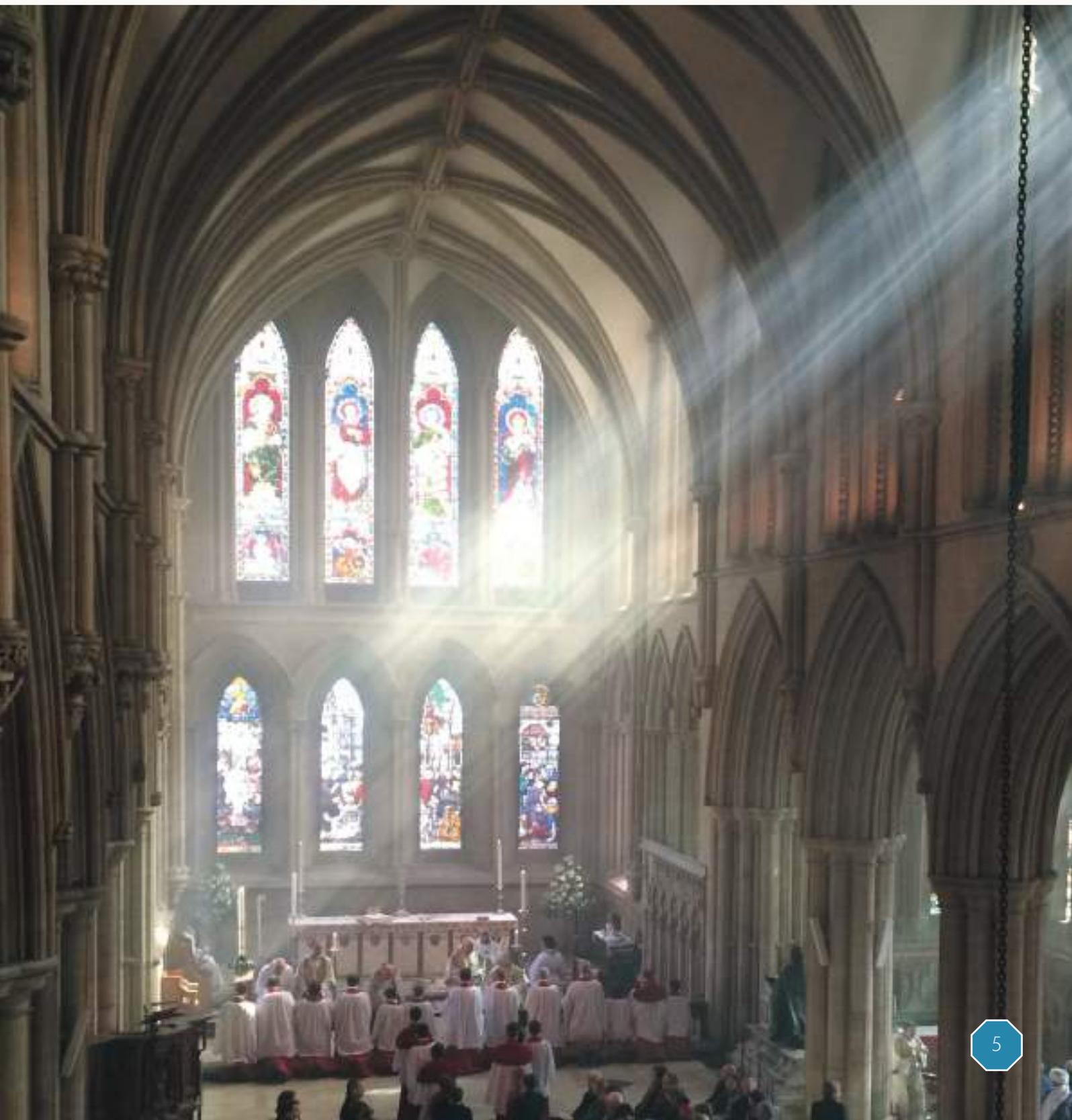
Constitution and Statutes and ensure excellence in governance and management structures, retitles 'parish church cathedrals' (the 1999 Measure term) simply to 'cathedral'. The Minster's parish will continue to be integral to identity with parishioners having full legal rights to pastoral offices as before. We welcome the simplicity of the 'Cathedral brand' in raising the Minster's profile as one of England's 42 cathedrals as a place of heritage and pilgrimage. Chapter members, under the new Measure, will be charitable trustees and appointed to give a range of skills and experience required for good governance.



Sunday worship

After a long period of consultation which concluded in November 2019 plans went ahead to introduce a Cathedral Eucharist at 10am after reopening in July 2020. This replaced the 9.30am 'Family Eucharist' and 11.15am BCP 'Sung Eucharist' both of which were declining in attendance. The momentum for change was accelerated by fewer choir resources but mainly by the desire to grow a service in excellence of liturgy, preaching, music and bring a sense of belonging together in fellowship. The plan included the commitment to grow a new worshipping community at another time – most likely on a Sunday evening.

Holy Communion (BCP) is at 8am and Evensong at 3.30pm. Monthly Mattins at 11.30am or said Morning Prayer at 9.15am is part of the new pattern to be implemented from September 2021 (delayed through the pandemic) for a trial year before evaluation.





Daily worship

Morning Prayer (Monday to Saturday) is at 8.30am and Holy Communion 12.15pm (9am on a Saturday). Evensong/ Evening Prayer is at 5.30pm. Principal Feast days and Holy days are marked, when feasible, with a Sung Eucharist (usually with the Minster Chorale, voluntary choir) at 7pm.

A working Cathedral

Apart from the normal round of the daily office and Eucharist, in 'normal times' the Minster is in demand for some 50 or so special services and events of many kinds including ordinations, confirmations, Memorial Services, County and Civic services, school and college services, and presentation and degree ceremonies. Our outward focused ministry with the County and external organisations is essential and we work hard to ensure that all who are hosted in the Minster are welcomed and involved in the planning and delivery of the service. We regularly host art exhibitions and theatre productions, and a series of organ recitals and concerts.



Families and children's work

One of the joyful discoveries of 2020/21 has been the success and potential of outdoor worship and faith discovery trails for families and children. Mr. Nick Harding heads up a small group delivering special activities in the Minster's grounds, for example Crib Services, Saints and Lights (Halloween), a Christingle trail and recently Good Friday and Creationtide. We are committed to rebuilding 'Junior Church' on a Sunday morning and strengthening follow up with baptism families. Nick also liaises with Lowe's Wong (Infant and Junior), in the parish where links are strong and warm.

School events, led by the Education Officer, cover RE, history, storytelling, art and medieval investigations to name but a few. The Time Travelling pilgrimage days for primary schools (Key Stage 1 and 2) are well attended and supported by over 100 volunteers who deliver high quality learning to over 3,000 children in an average year.

The education team has recently been awarded the prestigious Sandford Award for excellence in Heritage Education in a Christian context. We value the importance of supporting the boy and girl choristers not only for their contribution to worship, but also to foster their spiritual curiosity and formation. Confirmation (and baptism) is encouraged, and preparation is currently led by the Canon Precentor.

Adult Christian education is highly valued. In 2019, 70 people enrolled in house groups as well as there being regular lectures, book and discussion groups. In Lent 2021 we held our first Zoom Lent group attracting 20/30 each week. Professor Alison Milbank, Canon Theologian, oversees theological engagement and study and leads a Theology Group.

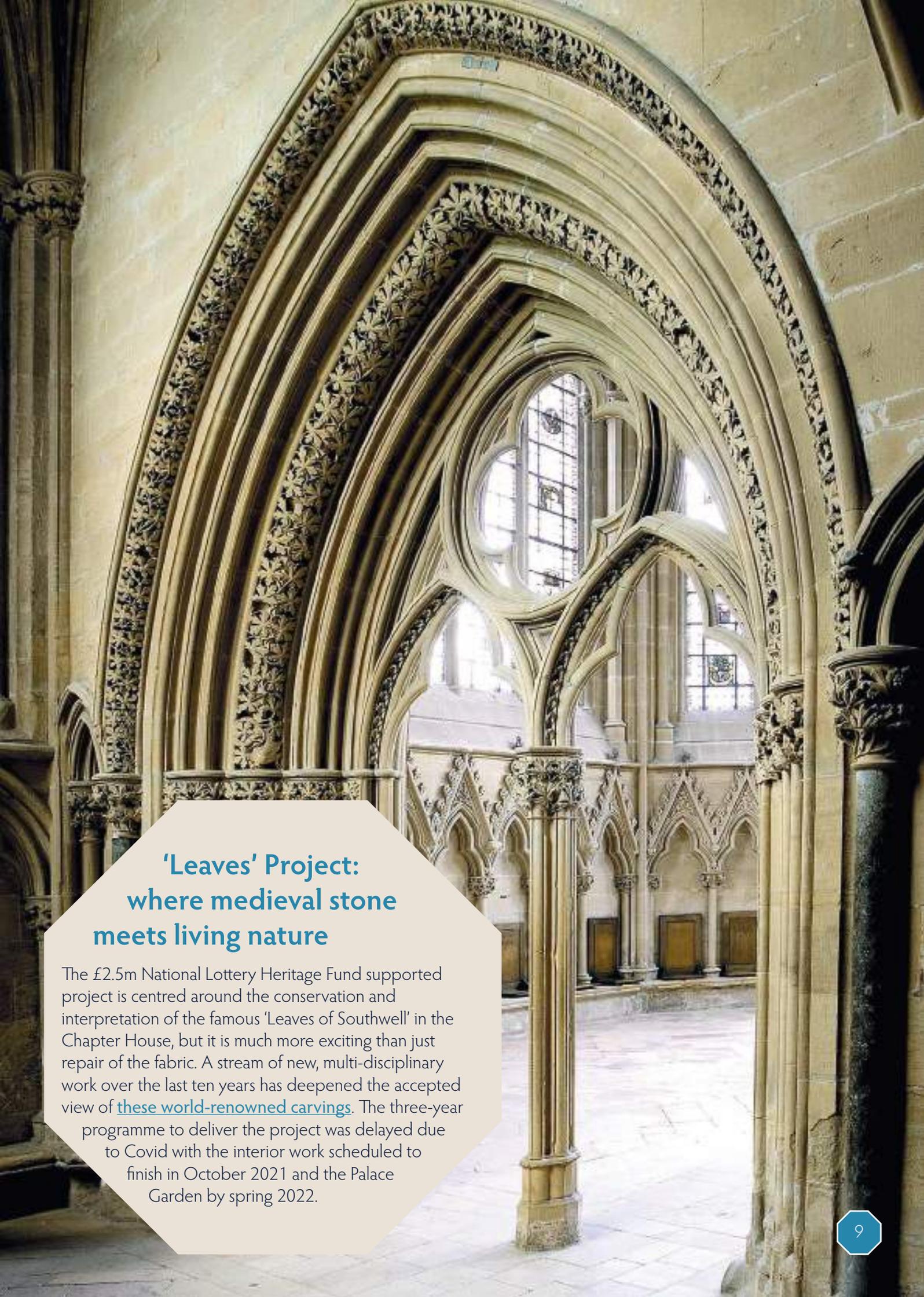




Visitor/tourist experience

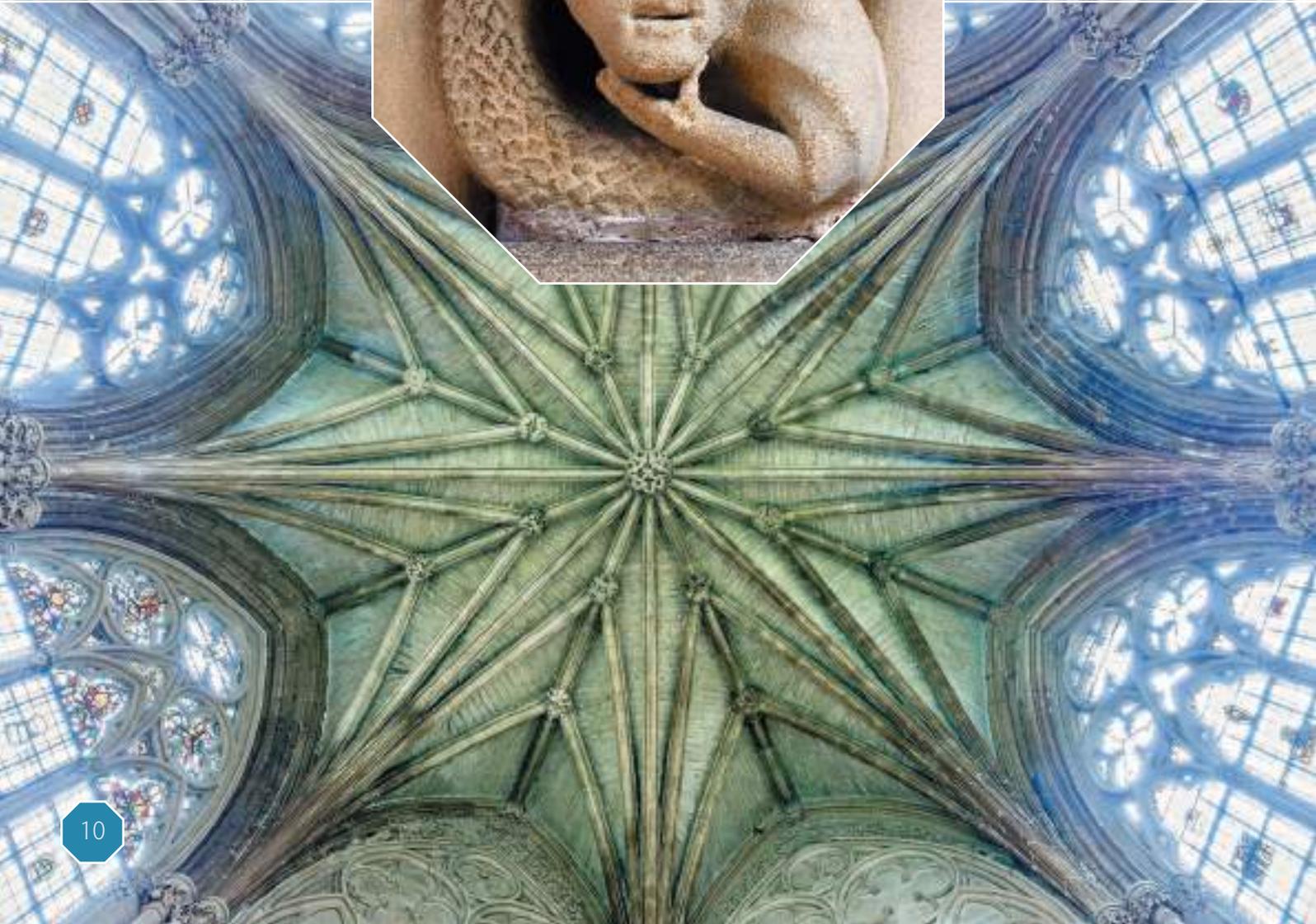
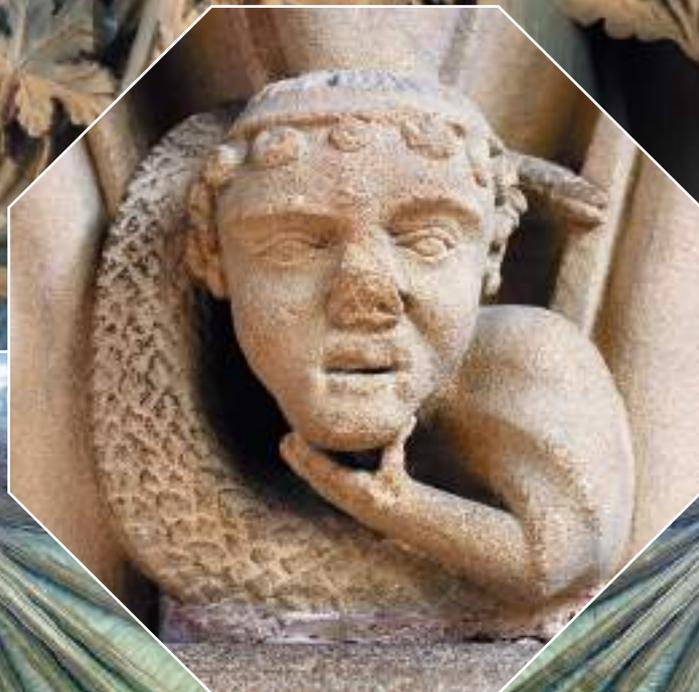
We are increasing the resourcing of staff and volunteers to welcome visitors numbering 55,000 in 2019. Visitor services (welcomers, stewards, honorary chaplains, guides, shop and the vergers team) play an important role in the life of the Minster. The welcome extended to each visitor is an expression of the Cathedral's purpose as a place of prayer and Christian worship. We rely heavily on volunteers. Following the completion of the Leaves Project we are aiming to attract 70,000+ visitors a year by 2025.





'Leaves' Project: where medieval stone meets living nature

The £2.5m National Lottery Heritage Fund supported project is centred around the conservation and interpretation of the famous 'Leaves of Southwell' in the Chapter House, but it is much more exciting than just repair of the fabric. A stream of new, multi-disciplinary work over the last ten years has deepened the accepted view of [these world-renowned carvings](#). The three-year programme to deliver the project was delayed due to Covid with the interior work scheduled to finish in October 2021 and the Palace Garden by spring 2022.



Partner in Action with [A Rocha UK](#)

We have a new opportunity to be the first Cathedral as a Partner in Action with [A Rocha UK](#) and not only talk about caring for God's creation as one of the Five Marks of Mission but do it by a radical shift in how we steward the astonishingly beautiful grounds, gardens and green space around the Minster. This is in the early stages of development, which will include the placement of interns at the Cathedral, as well as encouraging people to take personal steps of change. We are a Fairtrade Cathedral and our shop and Refectory aim to support Fairtrade and so build our links with the wider community of Southwell and the diocese.



Sacrista Prebend

Sacrista Prebend Learning, Conference and Retreat Centre is a quiet space in the heart of Southwell and is part of the Minster's outreach. The house, with its chapel and large tranquil gardens, is available for anyone seeking stillness and peace, for individual or small group retreat. There is a programme of organised in-house quiet days, and Sacrista is widely used by local and visiting groups as a place of prayer, meditation, and learning. The work of Sacrista is overseen by a warden on behalf of Chapter.

Cathedral governance

The Chapter currently comprises the Dean, two Residentiary Canons (Canon Precentor: Richard Frith, appointed in 2019 and current vacancy), a Member of the College of Canons (Canon Steve Silvester); two lay persons elected by the Annual Parochial Church Meeting (Mrs Jan Richardson and Mr Andrew Corner); and four lay members appointed by the Bishop or Bishop's Council and Dean (Mr Nick Alexander, Mrs Sarah Benedek, Canon Phil Blinston and Mr Arwel Griffiths). Mrs Vicky Thorpe (Safeguarding Co-ordinator) is a co-opted member.

The Cathedral Council meets three times a year (including one joint meeting with the Chapter and College of Canons) and is chaired by His Honour Tony Mitchell. Under the new Measure it will become an advisory group of 20 people, involving stakeholders and representatives drawn from various organisations across the county and city and well as the Cathedral community.

The College of Canons meets three times a year and is composed of 20 honorary Canons (lay, ordained and ecumenical) appointed by the Bishop and it supports the life of the Cathedral in different ways.

Cathedral staff

Comprises the clergy team of the Dean, and two Commissioners' Residentiary Canons, two part-time Priest Vicars, the Canon Theologian, and a licensed Reader. There is a lay staff of 28 (some part time) who are organised into departments of music, vergers, property/estate, marketing, finance, education and administration.

The Diocese and Diocesan Bishop

The Cathedral is the official seat of the Diocesan Bishop, the Right Reverend Paul Williams. The Bishop is Visitor and, after consultation with the Chapter and subject to any provision in the Statutes of the Cathedral, may officiate in the Cathedral and use it in his work of teaching and mission, for ordinations and synods and for other diocesan occasions and purposes.



About the Diocese of Southwell and Nottingham

Founded in 1884, the Diocese incorporates the whole of the county of Nottinghamshire and city of Nottingham, with a parish also in South Yorkshire. There are two archdeaconries – Newark and Nottingham.

The combined population of the conurbation – the city and the three boroughs immediately surrounding it (Broxtowe, Gedling and Rushcliffe) – is c.650,000 with a further 500,000 in the remainder of the county.

The M1 and A1 both run through Nottinghamshire, the motorway on the western (industrial) side, the A1 on the eastern (predominantly rural) side. There are fast and reliable train services on the east coastline from Retford and Newark to King's Cross, and an hourly service on the slower line from Nottingham to St Pancras.

The County Council is responsible for an increasingly well-used daily local bus service, the Robin Hood rail link, between Nottingham, Mansfield and Worksop. There is also an excellent tram service connecting the city centre with outer parts of the city, including the university campuses. East Midlands and Robin Hood Airports, both within striking distance, serve a variety of business and holiday destinations.

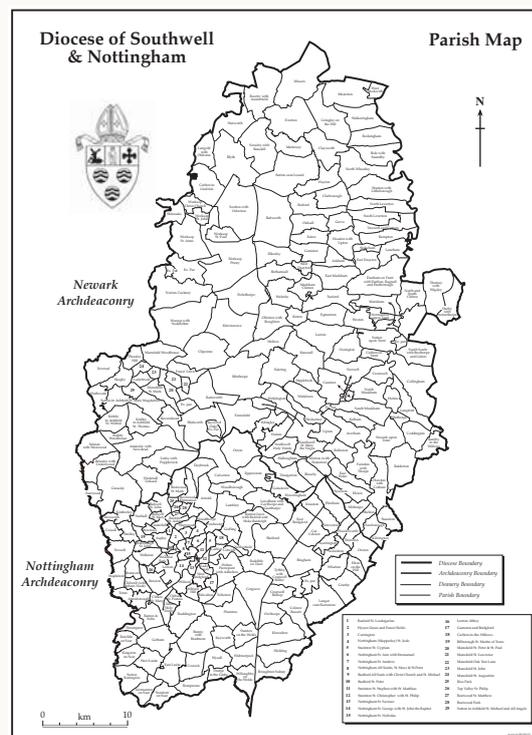
Nottinghamshire enjoys easy relationships between its different cultures. It is less ethnically diverse than England as a whole – but with big variations between different areas. Taking the county as a whole, 92% of people are white British – but in Nottingham the figure is 65% and in three other districts (Broxtowe, Gedling, Rushcliffe) of the archdeaconry it is over 86%. A wide variety of minority ethnic churches thrive in Nottinghamshire. They enjoy good relationships with the Diocese, and the Pastor of one of them is an Ecumenical Canon of the Cathedral.

Every baptised person is seen as a fundamental part of the ministry and mission of the Church. Many engage in a wide range of leadership roles including 193 licensed clergy (113 incumbent stipendiary ministers, 30 stipendiary curates, 3 stipendiary associate ministers, 15 Diocesan and Cathedral employed clergy, 28 self-supporting licensed clergy, 4 house for duty clergy), 212 retired clergy (150 with PTO, 41 retired), 21 clergy with PTO, 21 externally funded or SSM chaplains and 311 readers/licensed lay ministers.

The Diocesan vision and strategic aspirations

In Advent 2016, the launch of a refreshed Diocesan vision for 'Growing Disciples' helped to provide the strategic framework for missional priorities of reaching **wider** in every community, connecting with **younger** generations and growing **deeper** roots of faith.

This vision is embedded in a missiological framework inspired by the Great Commission (Matt 28) and rooted in the model of discipleship taught by Jesus in the Sermon on the Mount (Matt 4-7) and reflected in 'the way of discipleship' in Luke 9 setting out theological foundation for 'Growing Disciples'.



Title of Position: Canon Missioner

Responsible to: The Dean of Southwell

This appointment is made by the Bishop of Southwell and Nottingham, in consultation with the Dean and Chapter.

The Canon Missioner will hold a significant role as a Residentiary Canon and full member of the Chapter at a critical time of emerging from the pandemic and against a backdrop of steady congregational numerical decline due to an increased age profile. S/he will be committed to daily worship and share in its leadership and will take the lead for pastoral care, mission and outreach and engage with the Cathedral's mission and vision as the 'Mother Church' of the diocese. This is an outward public facing role. The Cathedral is uniquely positioned to re-energise Christian faith and practice in this fast-changing and growing in population area of the East Midlands. The years ahead will be busy, demanding, challenging, and deeply fulfilling.

ROLE DESCRIPTION

The Canon Missioner is to engage with the Cathedral's mission by:

1. Being a visible and inspirational practitioner of mission and outreach developing missionary confidence in the Cathedral congregations taking opportunities offered by digital communication and learning.
2. Developing, together with the Canon Precentor, a new worshipping community (NWC) distinctive within the Cathedral's tradition to engage the spiritually curious especially among young adults.
3. Growing the exciting new partnership with *A Rocha UK* in the Cathedral's ecological mission, aspiring to reach Silver Eco Cathedral in 2022.
4. Overseeing and shaping the Cathedral's social justice ministry and partnerships with the worldwide church.
5. Being the Chapter lead on Safeguarding working with the Safeguarding Officers of the Cathedral and Diocese to ensure best practice in all aspects of Safeguarding ensuring the Cathedral is accessible to all, provides a safe environment, and is a welcoming place maintaining a culture which understands safeguarding as more than mandatory but a gospel imperative.
6. Being the lead Canon of the Pastoral Care Team, the clergy point of contact for pastoral offices ensuring preparation and follow up after baptisms, weddings, funeral and memorial services.
7. Overseeing the families and children's group, working with colleagues to re-establish Sunday morning children's ministry alongside the newly launched 'green/outdoor church'.
8. Managing and supporting the Cathedral Education Officer in her delivery of Time Travelling (KS1 and KS2) and other schools visits.
9. Developing and delivering with colleagues from the Cathedral and Diocese nurture courses, evangelistic events fostering discipleship, spiritual growth, Christian maturity and vocations to lay and ordained ministry.
10. Taking a full part in preaching worshipping life of the Cathedral and together with all Cathedral clergy accept, when possible, invitations to represent the Cathedral in the Diocese.
11. Participate fully in the Cathedral being a centre of mission and outreach, as well as a place of heritage, committed to seeing God's Kingdom grow and deepen as a sign of hope and reconciliation in the world.

Common practice for a Residentiary Canon

- Fundamental to the role is a commitment to the worshipping life of the Cathedral. At its heart is the Daily Office of Morning and Evening Prayer/Evensong at which attendance is expected unless taking a rest day, holiday or away on other duties; and to share the daily celebrations of Holy Communion.
- To attend and contribute to staff meetings as a member of the Senior Management Team.
- To be a member of the Cathedral Chapter and such committees as required.
- To take in turn with the Dean and Canon Precentor a period of being 'in residence' ensuring all services are covered, and a response is made to urgent pastoral and administrative matters.
- To 'take the Cathedral out' to the diocese by accepting invitations to preach and lead worship in parishes and schools.

PERSON SPECIFICATION

The person appointed will be able to demonstrate the following skills and experience:

1. A warm and instinctive heart for mission and outreach who is excited about the opportunities cathedrals have to grow numerically, connect to a wide range of people in the community and be 'Mother Church' for the Diocese and a resource for the Bishop.
2. An engaging style of leadership, a 'people person' with a high level of emotional intelligence, an experienced pastor, with maturity of character at ease in a variety of settings, someone who naturally speaks about the person and work of Jesus.
3. A lively, disciplined and rich prayer life nourished by the Daily Office and the Eucharist and yet conversant with the breadth of the Church of England's traditions.
4. Someone who loves and empowers God's people by developing their gifts for ministry, exciting faith and deepening discipleship in all age groups.
5. An able and engaging communicator able to adapt to different occasions and contexts, giving priority to preaching, teaching and the study of scripture and theology.
6. A priest who promotes a transparent culture for the best practice of Safeguarding in a Cathedral
7. Clear thinking, well organised, with excellent written, verbal, communication, ICT skills, and with financial insight to manage an agreed budget.
8. A commitment to personal spiritual, theological, ministerial and personal growth and development while managing competing demands.
9. An appreciation of the collegiate nature of a Cathedral Chapter, able to take responsibility as a trustee while also demonstrating an ability to be a team member who will enjoy living 'on the job' in a Cathedral community of lay and ordained staff and volunteers.
10. A residentiary canon will be a priest in Anglican Holy Orders for at least six years.

Terms of appointment

Appointment

Full-time as a residentiary canon under common tenure.

Appointment is subject to a satisfactory Enhanced DBS in accordance with Cathedral's Safeguarding Policy and safer recruitment.

Reporting

The Canon Missioner reports to the Dean. S/he is answerable to the governance structures of the Cathedral through the Chapter. Ministerial Development Review is the Bishop's responsibility under Common Tenure.

Stipend

The stipend, funded by the Church Commissioners, is in accordance with the rates issued by them – currently £29,484 (2021/22).

Accommodation

Accommodation is provided at the attractive Vicars' Court, rent and rate free as the nature of the role requires that the incumbent resides within the curtilage of the Minster for the better performance of their duties.

The Georgian house (4 Vicars' Court, NG25 0HP) comprises five bedrooms and spacious accommodation set over three floors, with a south facing garden. A lock up garage is provided on Bishop's Drive and near to the house convenient on- street parking is usually available.

Removal expenses

The Cathedral will reimburse agreed removal expenses against three quotes.

Working hours

The post holder should be flexible in their approach to hours worked as these will be dictated by ministerial needs. Clergy colleagues work together to allow one full day off during each week and aspire to two consecutive days every month – achievable in a full team!

Annual leave

Office holders occupying a full-time post are entitled to 44 days annual leave; this includes 36 days holiday and 8 bank holidays. Holiday is taken in agreement with clergy colleagues.





Training and continuing ministerial development

The post holder is required to co-operate in any Ministerial Development Review (MDR) undertaken by the diocese. Training needs are assessed continuously and an excellent inter-cathedral network exists including resources from the Association of English Cathedrals. Safeguarding training is provided by the diocese. An annual retreat is encouraged (50% funded by the diocese).

Pension

Pension provision will be in accordance with the Church of England Funded Pension Scheme (CEFPS). The post holder is entitled to make additional voluntary contributions from their Stipend.

Expenses

Necessary expenses for the better performance of their duties will be reimbursed on submission of a Minister expenses claim form in accordance with Chapter policy. An annual contribution (currently £800) to gas and electricity is made by the Chapter.

Termination of appointment

The post holder is required to give at least three months' notice to the Diocesan Bishop and Dean before resigning their appointment. This period may be waived by agreement with the Bishop and Dean.

Further information and how to apply

If you would like an informal conversation with the Dean about this role please arrange an appointment by contacting Rachel Doe, Dean's PA, in the Cathedral office on 01636 817282 or rachel.doe@southwellminster.org.uk

Please apply by using the [Church of England Pathways](#) site.

The closing date for applications is 12.00 noon on Monday 27 September 2021.

Interviews will be held in Southwell on Monday/Tuesday 4/5 October 2021.

Useful websites:

[Southwell Minster](#)

[Diocese of Southwell & Nottingham](#)

[The Association of English Cathedrals](#)

[A Rocha UK](#)

[Newark & Sherwood District Council](#)

[Southwell Town Council](#)



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