

Associate Minister

Thank-you for taking the time to explore this exciting new opportunity. We are looking for a part time Associate Minister to be a key addition to our leadership and staff team. We are willing to be flexible with the detail of the role for the right person, but we envision you will:

- **Enable our Home Groups to thrive as places of discipleship and nurture**
- **Envision us as we develop our local outreach and evangelism, and ensure we remain mission-minded**
- **Contributing to services, pastoral care, and occasional offices as required**

This role requires the person to be an experienced, ordained priest within the Church of England, and to be committed to best safeguarding practice. It will require an enhanced DBS check.

Part time: 20 hours per week, 0.42 FTE of a clergy post, on days and times to be agreed with the Rector but to include Sundays, staff meetings, and Deeper (monthly prayer & worship evening)

Salary: 0.42 of Diocese of Oxford stipend for clergy, (currently £34,950) = £14,679 pa, plus housing allowance of £5,660

Holiday entitlement of 6 weeks pa pro rata

The successful candidate will be enrolled in a generous defined contribution pension scheme.

This role will entail working from home, with meetings at St Clement's Church, the St Clement's Centre, and the Rectory

About the role: Key Responsibilities

Home Groups & Discipleship

- Lead the development and oversight of home groups
- Provide pastoral oversight, support & training to home group leaders
- Encourage and enable everyone at St Clement's to be in a home group, integrating newcomers quickly
- Identify, train and release potential new leaders
- Help develop material for home groups, making links with preaching series when appropriate
- In time, help develop a vision for home groups, flowing from the overall vision for St Clement's

Outreach, Evangelism & Mission

Community & Outreach

- Envision and equip us as a church to develop our outreach to the local community
- Developing our outreach opportunities by strengthening our links with the St Clement's Centre, Christians Against Poverty, and Oxford Winter Night Shelter
- In time, explore a potential midweek community event (for example, community garden, lunch, midweek service)

Evangelism

- overseeing the Alpha course or equivalent as a key event for evangelism
- oversee the delivery of post-Alpha groups and activities that support the integration of new people into the life of the church
- build and train an evangelism team

Mission

- Encourage the congregation to further develop a missional mindset
- Chair the Mission Subgroup of the PCC
- With the Mission Subgroup, make recommendations about which mission partners and organisations we support, and the mission giving from St Clement's

Leading services and teaching, Occasional Offices, pastoral care

- Share in leading and preaching at services, including Occasional Offices
- Support pastoral ministry within the church and the community
- Play a full part in our staff prayers and meetings

About you: Person Specification

As our Associate Minister you will...

- Be a senior leader within St Clement's
- Help set culture through your love for Jesus, commitment to scripture, the centrality of prayer, & reliance on the Holy Spirit
- Be able to communicate the Christian faith accessibly to those outside and inside the church
- Be self-aware, with emotional intelligence and pastoral sensitivity
- Have a desire to learn and grow
- Have the ability to think strategically and lead change
- Be someone who can develop and communicate vision, gathering people to make vision a reality
- Be a team builder - able to inspire and manage teams of volunteers
- Be able to equip others to use and develop their gifts
- Be able to identify, train, and mentor volunteers and future leaders
- Have excellent organisational and time-management skills
- Be flexible and resilient
- Have the ability to work on your own initiative, and as part of a team
- Have excellent communication skills
- Be committed to serving the community in practical ways
- Be passionate to see people becoming Christians
- Have exceptional people skills, able to build trusted relationships with all kinds of people
- Have experience of running Alpha (or similar)
- Have experience at leading small groups

About Us: St Clement's Church

St Clement's Church is situated just to the east of Oxford city centre. Our church family is drawn from all around the Oxford area, and we have seen healthy growth in the past year. Our local community contains a rich mix of people. Nearly half of our parish are aged 20-30, reflecting the presence of students and young professionals. Yet there is a mix of ages and backgrounds beyond that, including older, long-term residents, professionals, and families, living alongside asylum seekers, refugees, and those struggling with mental health issues or addiction.

Home groups play a key role in belonging, discipleship, and pastoral care.

We seek to be an authentic, welcoming community, reflecting the love of Jesus, rooted in the Bible, and empowered by the Holy Spirit.

About the process: Applications and Interviews

How to apply: please send your CV and a covering letter, outlining the ways you are excited about the key responsibilities, and the ways you match the person specification, to mark.hay@stclements.org.uk

Please also provide the names and contact details for two people who would be willing to provide a reference. References will be taken up if you are short-listed.

The deadline for applications is midnight on Sunday, 01/11/2026

We expect to interview candidates during the week beginning Monday, 08/11/2026 with the successful candidate taking up their post as soon as possible.

As the process progresses, we will evaluate suitability based on:

- Character (values and lifestyle)
- Chemistry (with the leadership team and church family)
- Calling (to St Clement's and our community)
- Competence (ability, capacity and experience)
- Commitment (we see this as a minimum 3 year commitment)

For an informal conversation or to ask any specific questions, please feel free to contact our Rector, Mark on mark.hay@stclements.org.uk