



The United Benefice of Orsett, Bulphan and Horndon-on-the-Hill

Role Description – Deanery Synod Representative

Responsible to:

The Rector and the PCC.

Person specification:

- To be a person of integrity who seeks to serve in a gracious, Christ-like manner and who treats each member of the Parish with respect and dignity
- To support the ministry and mission of the Church through their work
- To uphold the Vision and Values of the Church and support the Rector through prayer and a positive attitude
- To be present, available and reliable
- To maintain confidentiality and share any concerns with the Rector

Key roles and responsibilities:

- To represent the Parish
- To attend the meetings of the Deanery Synod, and report back to the PCC
- To attend PCC meetings during the term of office
- To be prepared to canvas opinions from the congregation, and through the PCC to feedback to the Deanery Synod
- To be fully involved in the work of the Deanery Synod, which considers all aspects of church life: initiatives being referred to it from the national church; diocesan issues over priorities of work; sharing of information on the life of the church at a local level; making decisions on key policies affecting the Church in the Deanery
- To take part in the election of General Synod members – Deanery Synod members elect the diocesan members of General Synod's House of Laity once every five years, using a single transferable vote. If an election takes place during their term, representatives should take the time to understand the views and abilities of the candidates, for example by attending hustings; and should also canvas opinions from the congregation and PCC before deciding how to rank the candidates when voting
- To attend other PCC events such as Away Days and training events as organised by the Rector

Elected members:

The parochial representatives of the laity on a deanery synod –

- are elected every three years beginning with 2020 by the APCM of each parish in the deanery
- hold office for a term of three years beginning with the next 1st July following the date of their election.
- The number of representatives to be elected from each parish is determined by a resolution of the diocesan synod no later than 31st December in the year preceding the elections.

Safeguarding:

- To read and adhere to all aspects of the Benefice Safeguarding Policy
- To complete a Parish Form, providing 2 references, and a Confidential Declaration Form before commencing the role.
- To undertake an enhanced DBS check if required.
- To complete online C0 and C1 basic safeguarding training
- To complete a Charity Trustee Eligibility form

Role description created June 2020

Knowing and sharing the love of Jesus in the Church and community



The Church of England
in Essex and East London
Diocese of Chelmsford