

Diocese of Manchester

'a worshipping, growing and transformative Christian presence at the heart of every community'

Role Description signed off by: The Archdeacon of Salford & Bolton

Date: 05/01/2026

To be reviewed 6 months after commencement of the appointment, and after three years

1. Details of Post

Role Title: Incumbent
Name of benefice(s): Holcombe & Hawkshaw
Deanery: Bury & Rossendale
Archdeaconry: Bolton
Initial point of contact on terms of service: The Archdeacon of Salford & Bolton

2. Role Purpose

General

- i. To exercise the cure of souls shared with the bishop in this parish in collaboration with your colleagues
- ii. To have regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy, and other relevant legislation
- iii. To work to advance the Kingdom of God through servant leadership, collaboration and example, and with particular regard to the current diocesan mission vision and mission goals;
 - a) **Growing** - growing new disciples in missionary church communities which are younger, more diverse, active and spiritually engaged
 - b) **Nurturing** - increasing vocations, nurturing new and existing disciples, increasing financial giving
 - c) **Serving** - present for all, speaking and acting prophetically for justice, supporting pastorally especially the vulnerable, deprived and excluded
- iv. To share in the wider work of the mission community, deanery and diocese as appropriate, for the building up of the whole Body of Christ

Specific

To build up the faith of the Church:

1. By leading in vision and strategy in the benefice of Holcombe and Hawkshaw and leading in mission across the Ramsbottom and Tottington Mission Community.
2. By setting the tone for pastoral care and visiting and, with the help of ordained and appropriately authorised lay personnel, nurturing and developing the congregations, and supporting and develop lay and ordained ministry.
3. By being a prayerful person who will encourage the congregation to pray both individually and corporately, and to grow in faith.
4. By modelling a vibrant relationship with Jesus that shows pastoral care, deep prayer, as well as good and lively biblical teaching and preaching that helps the congregations grow in number and depth.
5. By exercising strategic leadership that brings the benefice together in fresh and faithful ways and confidently leads the benefice in the new and established mission opportunities that God is opening up.
6. By supporting and developing ministry across all ages, especially amongst children and young people.
7. By being an open-hearted, collaborative and compassionate minister in whom others will place their trust.
8. By using their gifts and skills to exercise leadership in the wider community in West Bolton, including the church schools.
9. By being committed to working with the Mission Community and leading, collaboratively, on encouraging shared ministry across the mission community.

3. Key contacts

Generic

The Churchwardens and PCC.
SSM & OLM Clergy & Readers
ALM's & Focal Leader

Specific

The Head Teachers, Governing Bodies, and staff of Emmanuel CE VA school & St Mary's CE VA school.

Supportive

Area Dean: Canon Donna Williams
The Archdeacon: The Venerable Dr Rachel Mann
The Suffragan Bishop: Rt. Rev'd Dr Matthew Porter, Bishop of Bolton

4. Role context and any other relevant information.

Holcombe & Hawkshaw benefice comprises three distinct worship centres, Emmanuel Church Centre, St Mary, Hawkshaw and Emmanuel Holcombe. There is a range of worship from traditional choir-centred worship through to informal worship with a worship band. The context is semi-rural, on the edge of the Western Pennines, though with ready access to urban centres like Bolton and Bury and trendy towns like Ramsbottom. There are fine local schools and ministry in Holcombe and Hawkshaw offers a taste of village ministry with opportunities on a wider canvas. There is a large parsonage available for use next to St Mary, Hawkshaw.