

Westminster College, Cambridge
Position: Director of Ministry Formation

Terms and Conditions

This is a post of the General Assembly of the United Reformed Church. It is open to ordained ministers and to lay people.

Any ministerial appointment will be expected to work according to the URC's Marks of Ministry (see appendices) both in their ministry and in the training and education needs of ordinands (known as Education for Ministry Phase 1 – EM1), those in the initial stage of ministry (the first three years, known as Education for Ministry Phase 2 – EM2) and those in other stages of ministry (known as Education for Ministry Phase 3 – EM3).

A ministerial appointment will be made according to the settlement outlined in the Plan for Partnership in Ministerial Remuneration of the United Reformed Church.

Remuneration:

- Remuneration for a minister will be by stipend according to the Plan for Partnership in Ministerial Remuneration of the United Reformed Church.
- A lay appointment will join the United Reformed Church pay scale at a point comparable to a similar appointment at lecturer level within the University of Cambridge, based upon the UK higher education employers' agreed scales (£42,149-£53,348).
- Reasonable expenses arising from the role will be reimbursed by the college.

Probationary Period:

- The successful applicant will be reviewed in this post towards the end of the first complete academic year in post (i.e. in summer, 2023).

Accommodation:

- A personal study and car parking are provided at Westminster College.
- Appropriate housing will be provided for a ministerial appointment according to the Plan for Partnership in Ministerial Remuneration of the United Reformed Church.
- A lay appointment will be responsible for finding and funding their own housing.

Entitlements:

- The post-holder will be eligible for a term of sabbatical leave once every five years. Usually sabbatical leave is taken in the Easter Term and continues through the summer.
- The post-holder will be entitled to a book grant and access to funding for reasonable requests for continuing professional development.
- A ministerial post-holder will be entitled to access URC funding for further education for ministry (known in the URC as EM3) and continuing professional development.

Pension:

- A ministerial appointment who is on the roll of ministers in stipendiary service of the URC will remain within the United Reformed Church Ministers' Pension Fund.
- A ministerial appointment who is not on the URC's roll of ministers will be automatically enrolled in the United Reformed Church's staff pension scheme.
- A lay appointment will be enrolled in the United Reformed Church's lay pension scheme.

Right to Work in the UK and Fluency in Written and Spoken English:

- A ministerial appointment who is not on the URC roll of ministers could hold any passport but may require sponsorship by the URC to receive a visa under the UK's Points Based System for immigration.
- United Reformed Church ministers, or a minister from another denomination, will be appointed for an initial term of 7 years.
- A ministerial appointment not on the URC's roll of ministers would remain on their denomination's roll of ministers and would receive a certificate of limited service to work at Westminster College.
- A non-native English speaker appointment must be able to demonstrate fluency in written and spoken English (IELTS band 8: very good user – 9: expert user). This is a URC requirement of this post, given the context of Westminster College. The UK Border Agency also applies tests relating to competence in English.