

ARCHDEACON OF BODMIN

RECRUITMENT PACK

2025





↑
A warm welcome awaits
the successful applicant

→
Jam first -
the Cornish way!



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OUR BISHOP

The Diocese of Truro is at an exciting and challenging point in the long history of Christian faith in Cornwall. As the world changes and God's church responds, we have discerned and developed clear plans for our future.

Over the last few years, we have been working through a time of significant change and every deanery now has a clear plan with particular attention on resourcing new patterns of ministry, engaging with children and young people, and focusing resources on our most deprived communities and social injustice. These local plans are supported by a diocesan plan for change and renewal. The Archdeacon of Cornwall plays a crucial part in supporting and leading the continued implementation of these plans.

Archdeacon Kelly Betteridge, the previous Archdeacon of Bodmin, left us in September to become the Bishop of Basingstoke, an immensely deserved appointment. I am now looking to appoint her successor to help lead, shape and enable the clergy and people of this diocese to build and grow fruitful and sustainable churches at the heart of the communities we serve.

Archdeacons are key senior leaders in the diocese and work closely with the bishop and other colleagues. Episcopal College – the name for the senior team



in this diocese - is strong, prayerful and collaborative and we are looking forward to welcoming a new Archdeacon of Bodmin to join us.

The formal requirements for the role are set out in this pack but I want in this message to share my own priorities with you of prayer, mission and ministry. These are the lens through which I am looking at everything we do, and I look to the successful candidate to support me in this. There is more detail in my recent presidential address to Diocesan Synod [here](#).

I believe strongly that prayer is the foundation of everything we do, and I pray that you find the information in this pack helpful in leading you in prayer and discerning if this is the role that God is calling you to.

Cornwall is a wonderful place to serve God and the people and communities that He loves, and we have a clear vision, committed and faithful people, and deep faith and hope in God. I look forward to hearing from you.

A handwritten signature in black ink, reading "David Williams". The signature is written in a cursive, flowing style.

THE RT REVD DAVID WILLIAMS
BISHOP OF TRURO

THE CHURCH

IN CORNWALL, THE ISLES OF SCILLY, AND TWO PARISHES IN DEVON

We are one of the smallest mainland dioceses in the Church of England, smaller than an archdeaconry in a (less fortunate) large diocese. This means that we can work differently and we tend to be more relational and more responsive.

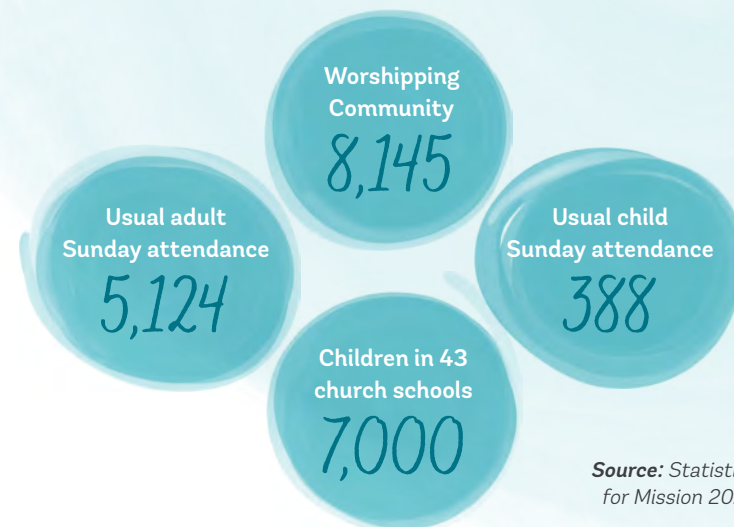


Bishops and archdeacons are closer to the parishes they serve. It also means that we don't have some of the teams and support that might be available in a large diocese and as a result, partnership working is vital for us. We aren't a supertanker that is hard to turn around, but we need to keep working just to keep moving.

We can't capture the nuance and detail of 'tradition' for nearly 300 churches in a few sentences. Our congregations have a higher average age than the national average, tend to be smaller in size, and often value traditional worship. However, most congregations will include a breadth of worshipping tradition and that will often be reflected in what is offered either within one building or within a group and some seek different ways to worship within their communities. There are some churches that sit firmly within one liturgical tradition or another, across the usual Anglican range, but churches that are exclusively of one tradition are rare. Rurality and sparsity shape the church in many areas where secular and community services have been gradually withdrawn, and we know that 'changes to patterns of ministry' can feel like code for 'you won't see the vicar very often' when the true picture is more complex.

In most of Cornwall the strongest ecumenical links are with the Methodist Church and free evangelical congregations. There are active Churches Together groups and for practical initiatives such as Street Pastors and Foodbanks, ecumenical working is vital and effective. We need to acknowledge that most deanery plans do not mention ecumenical working specifically, and that the significant changes to the Methodist District currently being undertaken have been planned and carried out without formal engagement with us, just as our planning didn't consult partners at diocesan/district level. It is notable that the Bishop of Truro will be the only senior regional faith leader living in Cornwall.

OUR MEMBERSHIP



PARISH ORGANISATION



ABOUT US

The Diocese of Truro includes over 300 churches in more than 200 parishes across the whole of Cornwall (plus two in Devon) and the Isles of Scilly, an area of 1,370 sq miles. The diocese is divided into 12 deaneries ([see map here](#)) split into two archdeaconaries. The 17th Bishop of Truro is The Rt Revd David Williams who took up his seat in Truro Cathedral in May 2025.

Although we are a 'young' diocese, formed on 15 December 1876 from the Archdeaconry of Cornwall in the Diocese of Exeter, the Christian faith has been alive here since at least the 4th century AD – more than 100 years before there was an Archbishop of Canterbury, and that history is palpable wherever you go in the county. Combined with our rich industrial, fishing, farming, and cultural heritage, and our beautiful landscape and coast, this is truly a spiritual and inspiring place to live and work.

The diocese is largely rural, with no cities (Truro has a population of just 23,000) and its location on the south west peninsula significantly shapes its culture and economy.

Cornwall however is not all tourism, landscape and beaches. A combination of a relatively high cost of living, especially for housing, with a relatively low



average income, makes Cornwall a challenging place for many. The towns that run down the centre of the county are significantly more deprived than the popular coastal holiday towns, as are some of the rural areas.

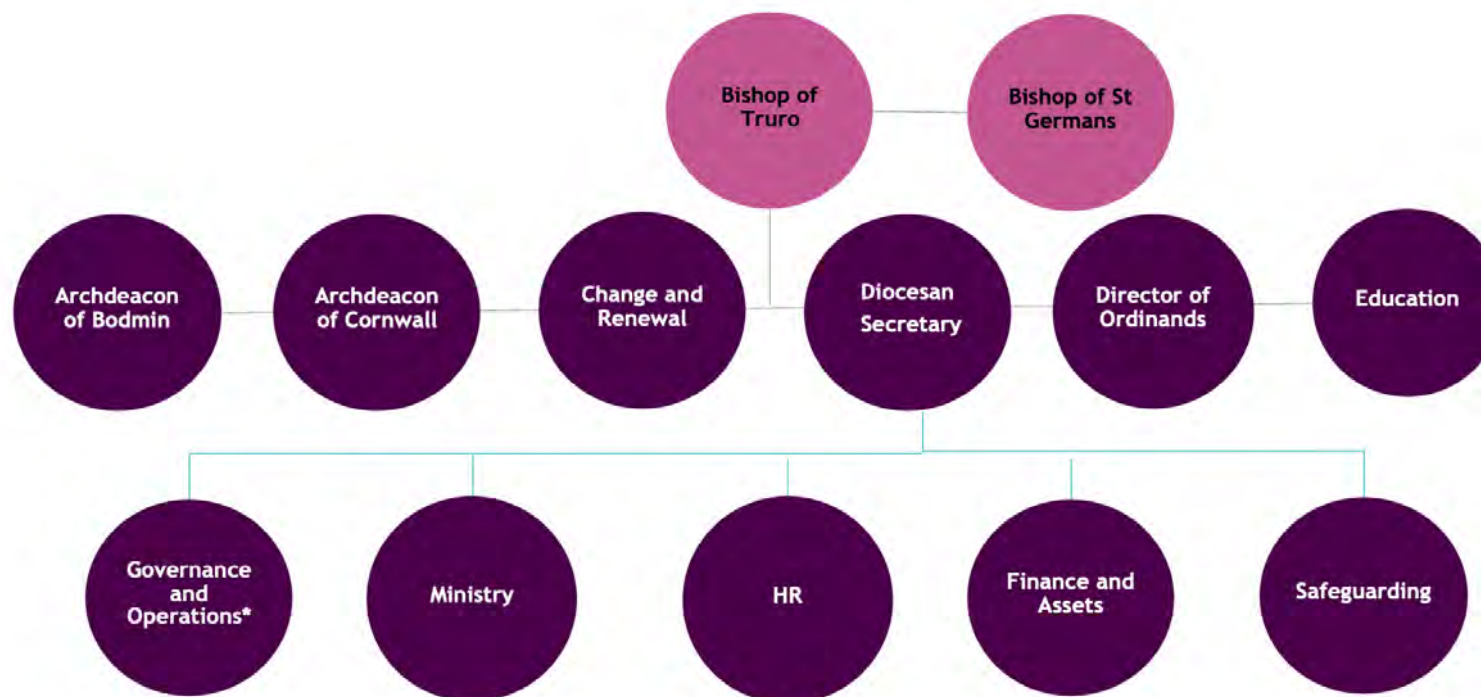
In 2020 we invited deaneries to pray, dream and plan for a future that is **fruitful and sustainable** to meet the many challenges and opportunities that we face both as a diocese and as part of the Church of England. This work resulted in **12 Deanery Plans** and an overarching **Diocesan Plan for Change and Renewal**.

We are committed to retaining the current number of stipendiary clergy roles - we currently have 63 in post - and, where possible, to increasing that number. In addition, many of the plans draw on an increasingly

diverse and “mixed economy” of ministry, with greater emphasis on oversight and pioneering ministry, and greater investment in local lay ministry. Non stipendiary priests, local worship leaders, readers and local pastoral ministers account for about three quarters of those engaged in a ministry role of some form in the diocese.

Turning our plans into reality is demanding. We are working hard to support and resource parishes and deaneries to implement their plans, and the archdeacons play a crucial role in this, working closely with Episcopal College and our professional staff team.

We employ, through the Truro Diocese Board of Finance (TDBF), just over 50 staff. Our staffing structure is below.



* includes buildings, land and environment

THE COMMUNITIES THAT WE SERVE

Cornwall is a rural peninsula more than 70 miles long and surrounded by water; by area it is the 13th largest county, and is the largest non-metropolitan unitary authority by population. The diocese also includes two parishes in Devon, and the Isles of Scilly, a beautiful and unique archipelago 28 miles out in the Atlantic Ocean with five inhabited islands, a population of around 2,000, and the smallest unitary authority in England.



The diocese has a population of 571,000 and is growing slightly more quickly than the English average. In summer the population can grow by up to 50% putting acute pressure on infrastructure; more than four million people holiday here each year.

Most of the UK is a long way from Cornwall; the southwest government office in Bristol is closer to London Bridge than it is to the Tamar Bridge, Bristol to Truro is roughly the same distance as Bristol to Liverpool...

Cornwall's geography, natural environment and separation has engendered huge initiative, artistic endeavour, spirit and resilience creating a history of trail-blazing invention, creativity and problem solving; examples encompass the creation of the first steam engine in the 18th century to the bio-domes of the Eden Project in the last, and to the exploration of alternative energy resources now. By facing adversity or deprivation, a natural self-sufficiency has developed in Cornwall creating an acceptance to adapting or finding creative solutions to problems where no external help or support might be forthcoming. That spirit can be witnessed in all aspects of life here and has been embraced and is reflected in the Church.



→
**St Austell Parish meet
for an outdoor service**



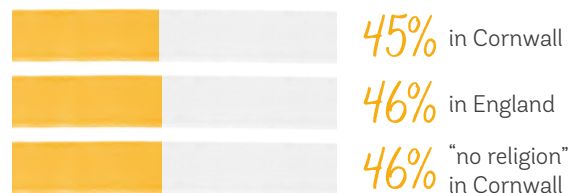
Cornwall is a place that is blessed with a long and established spirit of community.

There are many traditional events to mark those individuals, traditions and moments in history that have fostered this strong communal regard, such as Trevithick Day in Camborne, Lafrowda in St Just and Mazey Day in Penzance.

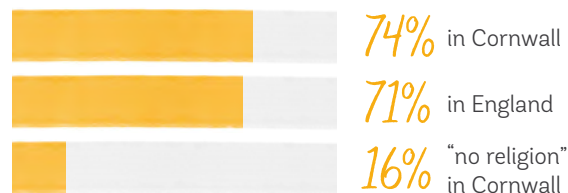
They are an important part of life here and are held throughout the peninsula every year with people, regardless of belief or congregation joining in the celebrations.



People in Cornwall are less likely to state “Christian” as their religion



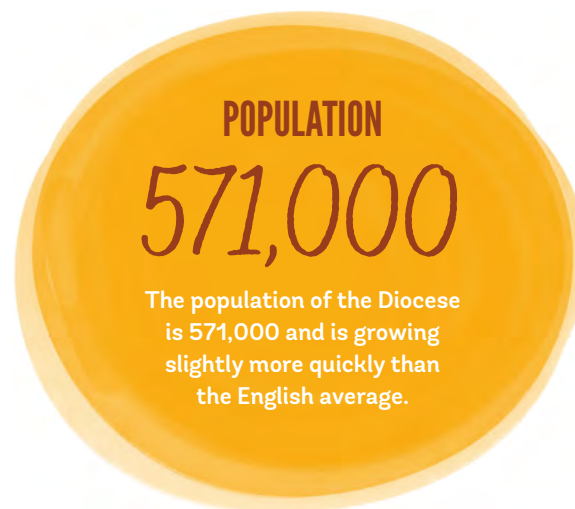
Those who state “Christian” as their religion has changed a great deal since 2001



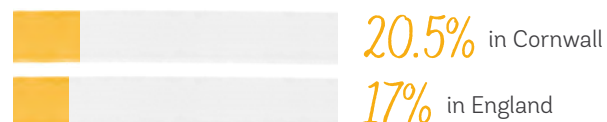
2,000 Buddhists (0.4%) are the largest non-Christian religious group in Cornwall (“no-religion” is now the largest category)



Source: ONS census data



People in Cornwall are more likely to live with disability (describe disabilities that limit day to day activity)



Disability Equality Act definitions. Source: ONS census data

People in Cornwall are more likely to be unpaid carers



People who describe themselves as “Cornish”



People aged 65+



People who are white British



People who are Asian or Black



Households that are ‘pensioner households’



ECONOMY

Although agriculture, fishing and mining were Cornwall's traditional industries, tourism is now the dominant economic driver with service industries representing the largest section of employment, Cornwall's largest employers are in the public sector. The tourist influx accounts for 20% of the county's economy.

Inward investment in other sectors has been significant over recent years and there is growing excitement about the county becoming a green energy powerhouse capable of driving the UK energy transition through lithium and tin mining, offshore wind resources, geothermal energy, and pioneering biofuels.



↑ Tourists flock to Fistral beach in Newquay

DEPRIVATION YOU CAN'T EAT THE VIEW

Cornwall performs poorly against most measures for economic activity and employment, by some measures Cornwall is the most economically deprived region in England.

Cornwall's Index of Multiple Deprivation (IMD) scores for 2019 compared to 2015 show that even before the pandemic there were deteriorating outcomes in most areas. Most agencies report a further sharp deterioration in the last four years with growing use of foodbanks (36,000 emergency food parcels in the year to March 2023, of which more than 12,000 were for children), and increasing social problems and the incremental withdrawal of local services.

80% less than the UK median...

Employment rates are relatively high, but full time workers in Cornwall earn less than 80% of the UK median salary, a disproportionate number of jobs are seasonal, part-time, insecure and low paid.

Percent of the population who earn less than the real living wage



Percent of the workforce who is self-employed



20 neighbourhoods...

in Cornwall have more than one-third of children living in poverty

HOUSING

Housing is one of the most contentious and significant social issues in Cornwall.

The pandemic, the cost-of-living crisis, a shift from long-term to short-term/holiday rentals, an increase in people moving to Cornwall to work from home, and the cost of living crisis combine to leave unacceptable numbers of Cornish people homeless, in temporary accommodation, on social housing waiting lists, living in vans and tents, or having to move out of the area.

22,000 households...

are on the social housing waiting list

30,000 homes...

are not lived in all year round. This is almost certainly a significant underestimate and not including many holiday lets. Source Cornwall Council.

13% higher house prices...

Average incomes are 80% of the UK average, house prices are higher than the UK average, the average price for a terraced house in Cornwall is £345,000, 13% higher than the England average.

Percent of housing stock that is social housing



ROLE DESCRIPTION

OVERALL PURPOSE OF THE ROLE

At a time of challenge and opportunity, the next Archdeacon of Bodmin will play a key role in leading the church communities of eastern Cornwall deeper into God's mission for this beautiful part of His creation.

The Archdeacon will work closely with the Bishops, The Venerable Clive Hogger (Archdeacon of Cornwall), and the rest of the senior leadership team and will be particularly responsible for the practical support of church communities, benefices and deaneries, including in pastoral reorganisation, managing transitions, recruitment, HR and safeguarding related casework, and in encouraging missional thinking and whole life discipleship.

The post holder will love God and his Church, and be ready to work creatively to see all God's people flourish for the benefit of a needy and rapidly changing world.

LEADERSHIP & MANAGEMENT

- Work collaboratively and in close partnership with the diocesan bishop and other members of the Episcopal College, and with members of the senior staff management team;
- Promote and champion the Diocesan Plan for Change and Renewal, which defines the diocesan vision and strategic priorities for the diocese as a whole, and actively participate in the Programme Board for Change and Renewal, which oversees the implementation of deanery and diocesan plans;
- Support the deaneries in the implementation of deanery plans, reviewing these where needed, including supporting parishes in transition;
- Help lead the development of a missional mind-set amongst all the people of the Archdeaconry;
- Attract, recruit, select and retain high calibre clergy and oversee the appointments process for the Archdeaconry of Bodmin;
- Spot and support the gifts, talents and calling of people across the Archdeaconry, including those less likely to know this of themselves; and
- Manage the performance and conduct of clergy as delegated by the bishop, including overseeing and managing complaints, grievances and discipline, and other HR related matters.



KEY ACCOUNTABILITIES WITHIN THE ARCHDEACONRY

- Within the key themes of the diocesan and deanery plans, to exercise leadership in supporting parish churches of the Archdeaconry to be fruitful and sustainable;
- Encourage and develop those with pioneering and entrepreneurial gifts in mission;
- Share with the bishop the pastoral care of priests and their families, manage and support clergy long term sick absences or health conditions ;
- Have safeguarding as a key personal priority and to observe and promote the proper procedures to safeguard children and vulnerable adults;
- Working with the Head of Ministry and the Bishop's Office, to be part of and to advocate for the MDR process in the diocese;
- Advise and support churchwardens as officers of the bishop;
- Encourage each parish in working towards financial sustainability through good stewardship, and creative and sustainable giving;
- Fulfil the statutory functions of an archdeacon ([see here](#));
- Ensure that regular parish inspections and 'Visits in Parishes' are carried out, covering at least one deanery per year;
- Work with parishes, Deanery Standing Committees and the Archdeaconry Mission and Pastoral Committee to help implement Pastoral Schemes and pastoral reorganisation;
- Promote and model self and clergy wellbeing;
- Work with the property team, relevant staff, and DAC on matters relating to clergy housing and church buildings;
- Work closely with church schools and the diocesan education team to develop effective and fruitful partnerships of evident benefit to children and young people;
- Manage own development needs and keep up to date with changes in Church of England policies and strategies, current affairs, theological thinking and debate as they relate to the role;
- Build appropriate partnerships and engage in networks necessary to fulfil the responsibilities of the role and promote the work of the diocese;
- Proactively engage, and build effective relationships, with staff;
- Participate in the work of other diocesan committees and bodies in addition to those above as required; and
- Exercise stewardship of discretionary funds or budgets by agreed procedures.

PORTFOLIO RESPONSIBILITIES **DIOCESAN DIRECTOR FOR GROWING YOUNGER**

- Lead, through the “**Growing Younger**” programme, the strategic priority to be “a Church that conspicuously celebrates children and young people at its heart”;
- Share, and advocate for, good practice in this area, and act as project manager or sponsor, as appropriate, for such projects as arise from this portfolio;
- Promote and champion children and young people’s engagement in worship and the wider life of the church in a creative, inclusive and sustainable way, and support clergy in doing so; and
- Work closely with the diocesan education, ministry and change and renewal teams, to develop effective and fruitful partnerships of evident benefit to children and young people.



HEALTH & SAFETY

- Adhere to the Diocese of Truro health and safety policy and procedure as well as any other related laws.
- Do all that is reasonable to promote care and safety in the fulfilment of the role and in daily working life.

SAFEGUARDING

- Champion, and adhere to, both NCI and the Diocese of Truro's safeguarding policy and procedure as well as any other related laws and to do all that is reasonable to promote care and safety in the fulfilment of the role and in daily working life for all who may be vulnerable. This includes a responsibility to remain up to date with own safeguarding training at the level appropriate to the role.

OTHER

- Undertake any other duties as relevant and appropriate to the role.
- Undertake relevant training and development activities required to best carry out the role.
- To undertake all the above in a manner that is consistent with Christian values and faith.

This role description is a summary of the key areas of responsibility. It is not intended as a definitive statement of job content.

It will be reviewed periodically, and may be subject to amendment.

KEY RELATIONSHIPS

The Archdeacon of Bodmin is a key member of the **Episcopal College (EC)**, which comprises the Bishop of Truro, the Bishop of St Germans, the Archdeacons, the Dean of Truro, the Diocesan Secretary, the Director of Change and Renewal, and the Director of Education. Their other key relationships are:

DIOCESAN LEVEL

- The Episcopal College
- Director of Finance and Assets
- HR Director
- Head of Safeguarding
- Head of Operations and Governance
- Head of Communications.

DEANERY LEVEL

- Rural Deans, incumbents and other clergy.

- Churchwardens, lay chairs, secretaries and treasurers (parish and deanery).
- Patrons of benefices.

COMMUNITY & WIDER CHURCH

- represent the Church in the community and media either formally or informally
- support and encourage ecumenical relationships wherever possible
- contribute to the archdeacons' network, regionally and nationally

THE ARCHDEACON IS A MEMBER OF THE FOLLOWING COMMITTEES:

- Diocesan Synod
- The Bishop's Diocesan Council
- Diocesan and Archdeaconry Mission and Pastoral Committees
- Diocesan Advisory Committee (DAC) for the Care of Churches
- Diocesan Safeguarding Scrutiny Panel
- Diocesan Safeguarding Case Management Group
- Property Management Committee
- Glebe Management Committee
- Churches Uses Committee

PERSON SPECIFICATION

ESSENTIAL

QUALIFICATIONS, KNOWLEDGE & EXPERIENCE

Currently in priest's orders and least six years in holy orders (Canon C22.1)
Experience of leading a healthy, faithful and fruitful church
Experience of working across traditions and in different church settings, and a commitment to honouring them all, especially in a rural setting
Experience of programmes of growth and/or cultural change and an ability to transfer experience and lessons from these
Evidence of ongoing theological learning and professional and personal development
Strong experience of safeguarding practices for children and vulnerable adults
Experience of facilitating conflict resolution or mediation and for moving complex situations and casework towards resolution
Knowledge and understanding of the legislative framework of the Church of England
A deep and practical understanding of parish life, especially in rural areas
Experience of successful team and people leadership and management

SKILLS & ABILITIES/ APTITUDES

Ability to communicate effectively with a range of audiences in a variety of settings
Ability to provide structured and focused direction and review of progress to clergy, including support where needed
Ability to manage people casework and HR related matters including complaints, grievances, CDM and capability processes
Able to lead and inspire
A collegial team member accepting team responsibilities and decisions
Proven ability to engage in the development and delivery of strategy
Effective development and management of budgets
IT literate including MS Office knowledge and a willingness to embrace and use new technology including AI (within the remit of the diocesan policies)

PERSONAL QUALITIES

A person of prayer committed to personal discipleship and growth
Passionate about growing faithful, fruitful and sustainable church communities.
Willingness to challenge existing ways of doing things and to persevere to change things where needed
Someone who evidently delights in intergenerational church and is committed to the aims and vision of "Growing Younger"
An ability and commitment to model and promote clergy wellbeing
Committed to the Diocesan vision and plan
An understanding of, and commitment to, equity, diversity and inclusion
A clear commitment to the people, culture and communities of Cornwall

DESIRABLE

Theological education to degree level or above
Experience of working with, or in, church schools and/or youth settings or organisations
Experience of working across traditions and/or with other faith organisations, and at varying levels of the Church
Experience of advising on vocations and /or ministerial training

TERMS & CONDITIONS

STIPEND

The Diocesan stipend for an Archdeacon is currently £43,359 per annum.

PENSION

You will be enrolled in membership of the **Church of England Pension** scheme.

HOURS

This is nominally a full-time role based on a 40-hour week, but consideration will be given to requests for part-time working or flexible working subject to the requirements of the role.

TENURE

The Archdeacon's office will be held under Common Tenure as specified

in the Ecclesiastical Offices (Terms of Service) Measure 2009.

ANNUAL LEAVE & REST DAYS

36 days a year (based on a six-day working week). You are legally entitled to, and are expected to take, an uninterrupted minimum rest period of at least 24 hours in each period of seven days. However, our policy is that we expect our full-time clergy to take an uninterrupted minimum rest period of at least 36 hours in each 7 day period.

ACCOMMODATION

It is currently a condition of appointment that you will occupy the Archdeacon's house at 4 Park Drive, Bodmin PL31 2QF. This could be open to negotiation, however

residence in the Archdeaconry is essential.

OFFICE PROVISION

Desks and meeting rooms are available to book in our offices at the Old Cathedral School in Truro. We provide basic office supplies and IT equipment, including a laptop, chair, printer and peripherals, e.g. mouse, keyboard, cables, etc. and any accessibility equipment.

WORKING EXPENSES

Your normal place of work will be your home. The Diocesan Board of Finance reimburses necessary and reasonable expenses based on HMRC rules and our expenses' policy.

ADMINISTRATIVE SUPPORT

The Archdeacons of Cornwall and of Bodmin share a part-time Executive Assistant.

TRANSPORT & TRAVEL

You will be required to travel throughout the diocese. Given the nature and size of the diocese, and the limited public transport infrastructure in Cornwall, it is likely that you will need access to, or have your own, private transport.

DBS

The appointment is subject to an enhanced DBS check.

For more detailed information see our **Clergy Handbook**

PARSONAGE

4 Park Drive
Bodmin
PL31 2QF

The parsonage is a contemporary family home, set among communal gated parkland grounds on the edge of town.

Ground floor: An entrance hall leads to a cloakroom, study, sitting room, conservatory, dining room and large kitchen/breakfast room. There is a separate utility room and a large meeting room with its own entrance.

First floor: Four double bedrooms, two of which are ensuite, and a family bathroom with a

separate shower and bath. The master bedroom features double doors leading to a balcony.

Outside: The property is approached by a wide brick paved driveway with parking for several vehicles. Gates on either side open to the part walled rear garden, which has been landscaped with a paved sun terrace, level lawn and flowerbeds.

The house benefits from gas central heating.



IMPORTANT INFORMATION

SAFEGUARDING

This benefice recognises that the care and protection of children, young people and vulnerable adults involved in Church activities is the responsibility of the whole Church.

Everyone who participates in the life of the Church has a role to play in promoting a Safer Church for all.

Our approach ensures that we promote **The Church of England Safeguarding Policy** statement based on five foundations and offers six overarching policy commitments:

- Promoting a Safer environment and culture,
- Safely recruiting and supporting all those with any responsibility related to

children, young people and vulnerable adults within the Church,

- Responding promptly to every safeguarding concern or allegation,
- Caring pastorally for victims/survivors of abuse and other affected persons,
- Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons,
- Responding to those that may pose a present risk to others.

Our policies, procedures, and approach meet those requirements and guidance as issued by the Diocesan Safeguarding Team.



CLERGY WELLBEING

This diocese recognises that most clergy roles are demanding. Providing support and caring for your wellbeing is important to us.

There is a commitment at senior level and the organisation generally to:

- ensure that, at a strategic level, clergy wellbeing is explicitly referenced, and embedded in, all projects and work;
- it is adequately resourced and funded; and
- that we champion clergy wellbeing, challenge unsupportive behaviours and attitudes, and lead by example.

The diocese has a Clergy Wellbeing Group, with the aim of embedding the principles of the Covenant for Clergy Care and Wellbeing into the day-to-day policies and practices of the diocese. The group has agreed an action plan based on the themes and actions recommended in the booklet “How Clergy Thrive” by Liz Graveling and the useful resources guides that accompany it.

The diocese offers:

- an occupational health and other confidential support services.
- a pastoral supervision scheme.
- a page on the diocesan website dedicated to clergy wellbeing with resources and information.
- regular wellbeing articles, tips, and information in our clergy newsletter - Ministry Matters.
- workshops to discuss clergy wellbeing boundaries/expectations.
- encouragement to clergy to report sick absence, offering support when you are ill including including Occupational Health advice and referrals.
- policies to support family and home life, e.g. fostering, menopause.
- an MDR process to include (among other things) questions encouraging clergy to reflect on their physical, emotional and spiritual wellbeing.



HOW TO APPLY

To apply please follow the application process here. The deadline for applications is **midday 20 October** with formal interviews to be held on **Friday 7 November** at the Old Cathedral School, Truro, TR1 2FQ. A visiting day is planned for **Thursday 6 November** when candidates can view the accommodation, meet key staff and clergy, and visit parishes in the area.

We welcome applications from all, but especially from women, those of global majority heritage, or with disabilities, as we are significantly under-represented at senior level in these groups.

For an informal discussion about the role with Bishop David, please email Rachael Varney in the Bishop's office at rachael.varney@trurodicoese.org.uk

We look forward to receiving your application.

Duwr'sonna dhywgh hwi ha re Duw agas gittho!
May God bless you and watch over you!

